



CITY OF MIDWEST CITY MEETINGS FOR FEBRUARY 23, 2021

Meetings will be shown live on Channel 20 and streamed live on the City of Midwest City's (MWC) YouTube channel: [Bit.ly/youtubemwc](https://bit.ly/youtubemwc).

The recorded video will be available on MWC's YouTube channel: [Bit.ly/youtubemwc](https://bit.ly/youtubemwc) and MWC's website: www.midwestcityok.org within 48 hours. The meeting minutes and video can be found on MWC's website in the Agenda Center: <https://www.midwestcityok.org/meetings>.

To make a special assistance request, call 739-1213 or email bbundy@midwestcityok.org no less than 24 hours prior to the start of a meeting. If special assistance is needed during a meeting, call 739-1388.

The Council will go directly into MWC meetings down in the Council Chambers of City Hall located at 100 N. Midwest Blvd., MWC, OK 73110 at 6:00 PM. However, they will informally gather at or after 5:00 PM in the Chamber for dinner, but no MWC Council business will be discussed or acted upon. Meals will only be provided to the City Council and staff. Doors will be open to the public 5:45 PM due to COVID-19 concerns while eating.

MWC continues to take steps to follow federal, state and local guidelines regarding social distancing and crowd size. If attendance at MWC meetings is not essential, we strongly encourage you to listen to the meeting live on Cox Channel 20 in Midwest City or via MWC's YouTube channel: [Bit.ly/youtubemwc](https://bit.ly/youtubemwc).

MWC City Hall will be open with social distancing guidelines in place. Face masks are required while inside the building. Temperature checks will be required upon entry and only those with 99.99 degrees or lower will be admitted. Seating for 45 people is available in the Council Chamber, up to five people may sit in alternating pews, family groups may have to split up if over two or more.

If needed, overflow seating will be available in the Municipal Court where the proceedings will be streaming live.

Persons failing to comply with the safety requirements may be denied entry or removed from the Chamber or City buildings. Failure to comply with MWC's face covering ordinance could also result in the person in violation receiving a municipal citation.

If wishing to make a public comment at the meeting, please sign in at the entrance before taking a seat in the chamber or municipal court. Thank you for helping us keep our community safe.



CITY OF MIDWEST CITY COUNCIL AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

February 23, 2021 – 6:00 PM

Presiding Body: Mayor Matthew Dukes

Ward 1 Susan Eads

Ward 2 Pat Byrne

Ward 3 Española Bowen

Ward 4 Sean Reed

Ward 5 Christine Allen

Ward 6 Rick Favors

City Staff:

City Manager Tim Lyon

City Clerk Sara Hancock

City Attorney Heather Poole

A. CALL TO ORDER.

B. OPENING BUSINESS.

- Invocation by Assistant City Manager Vaughn Sullivan
- Pledge of Allegiance by Carl Albert ROTC Cadets
- Community-related announcements and comments

C. CONSENT AGENDA. These items are placed on the Consent Agenda so the Council, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with the approval of all Council, or members of the audience wish to discuss an item, it will be removed and heard in a regular order.

1. Discussion and consideration to approve the minutes of the January 26, 2021 meeting, as submitted. (City Clerk - S. Hancock)
2. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2020-2021, increase: 2018 Election GO Bonds Fund, revenue/Transfer In (06) \$115,935; expenditures/Park & Recreation (06) \$115,935. Park & Recreation Fund, expenditures/Transfer Out (06) \$115,935. 2018 Election GO Bonds Fund, revenue/Transfer In (92) \$1,316,684; expenditures/29th Street (92) \$1,316,684. Downtown Redevelopment Fund, expenditures/Transfer Out (92) \$1,316,684; decrease: expenditures/29th Street (92) \$1,316,684. Increase, 2018 Election GO Bonds Fund, revenue/Transfer In (92) \$29,220; expenditures/29th Street (92) \$29,220. Capital Improvements Fund, expenditures/Transfer Out (57) \$29,220; decrease: expenditures /Capital Improvements (57) \$29,220. Increase, 2018 Election GO Bond Fund, revenue /Transfer In (14) \$630,000; expenditures/General Government (14) \$630,000. Police Capitalization Fund, expenditures/Transfer Out (62) \$315,000; decrease: expenditures /Police (62) \$170,000. Increase, Fire Fund, expenditures/Transfer Out (64) \$315,000. General Gov't Sales Tax Fund, expenditures/City Manager (01) \$8,221. General Fund, expenditures/City Clerk (02) \$1,183; expenditures/Personnel (03) \$4,919; expenditures /City Attorney (04) \$567; expenditures/Community Development (05) \$18,461;

expenditures/Park & Rec (06) \$2,244; expenditures/Finance (08) \$7,087; expenditures /Streets (09) \$18,178; expenditures/Animal Welfare (10) \$3,762; expenditures /Municipal Court (12) \$4,404; expenditures/Neighborhood Services (15) \$11,372; expenditures/IT (16) \$5,170; expenditures/EOC (18) \$12,602; expenditures/Swimming Pool (19) \$458; expenditures/Communications (20) \$2,393; expenditures/Senior Center (55) \$826. Technology Fund, expenditures/General Gov't (14) \$1,030. Police Fund, expenditures/Police (62) \$145,053. Juvenile Fund, expenditures/Municipal Court (12) \$866. Fire Fund, expenditures/Fire (64) \$123,776. CVB Fund, expenditures /Economic (87) \$1,412. Emergency Operations Fund, expenditures/Emergency Operations (21) \$4,242. PWA Fund, expenditures/Public Works (30) \$11,868. Fleet Fund, expenditures/Fleet (25) \$10,396. Surplus Fund, expenditures/Surplus (26) \$390. Park & Recreation Fund, expenditures/Park & Rec (06) \$473; expenditures /Communications (20) \$513. CDBG Fund, expenditures/Grants Mgmt (39) \$3,904. Grant Funds, expenditures/Fire (64) \$2,332. Risk Fund, expenditures/Risk Insurance (29) \$2,221. Disaster Relief Fund, expenditures/Neighborhood Services (15) \$2,037. Grant Funds, revenue/Intergovernmental (21) \$13,888; expenditures/Transfer Out (21) \$13,888. Disaster Relief Fund, revenue/Transfers In (00) \$13,888. Urban Renewal Authority Fund, expenditures/Urban Renewal (93) \$50,000. General Gov't Sales Tax Fund, revenue/Taxes (00) \$450,833. General Fund, revenue/Taxes (00) \$4,074,439. Police Fund, revenue/Taxes (00) \$1,093,706. Police Capitalization Fund, revenue /Taxes (00) \$21,181. Fire Fund, revenue/Taxes (00) \$814,887. Fire Capitalization Fund, revenue/Taxes (00) \$63,543. Dedicated Tax 2012 Fund, revenue/Taxes (00) \$84,724. Emergency Operations Fund, revenue/Taxes (00) \$69,319. Park & Recreation Fund, revenue/Taxes (00) \$85,850. Capital Improvements Fund, revenue/Taxes (00) \$51,903. Sales Tax Capital Improvement Fund, revenue/Taxes (00) \$1,063,199. General Gov't Sales Tax Fund, expenditures/City Manager (01) \$730; expenditures /City Council (14) \$730. General Fund, expenditures/Personnel (03) \$487; expenditures/City Attorney (04) \$122; expenditures/Community Development (05) \$1,703; expenditures/Park & Rec (06) \$730; expenditures/Finance (08) \$852; expenditures/Streets (09) \$2,798; expenditures/Animal Welfare (10) \$365; expenditures/Municipal Court (12) \$608; expenditures/Neighborhood Services (15) \$1,338; expenditures/IT (16) \$487; expenditures/EOC (18) \$1,581; expenditures /Communications (20) 243. Technology Fund, expenditures/General Gov't (14) \$122. Police Fund, expenditures/Police (62) \$11,045. Fire Fund, expenditures/Fire (64) \$7,985. Emergency Operations Fund, expenditures/Emergency Operations (21) \$243. PWA Fund, expenditures/Public Works (30) \$852. Fleet Fund, expenditures/Fleet (25) \$1,338. CDBG Fund, expenditures/Grants Mgmt (39) \$365. Grant Funds, expenditures /Fire (64) \$365. Risk Fund, expenditures/Risk Insurance (29) \$243. Reimbursed Projects Fund, expenditures/General Government (14) \$60,000. (Finance - Judy Siemens)

3. Discussion and consideration of accepting the City Manager's Report for the month of January 2021. (Finance - J. Siemens)
4. Discussion and consideration of approving a 3.0 percent across the board increase to the base salary of City Employees not covered by a collective bargaining agreement, to be effective January 1, 2021. (Human Resources - T. Bradley)

5. Discussion and consideration of approving the reopened and negotiated Article 24, Wages, of the Collective Bargaining Agreement with the International Association of Firefighters Local #2066, reflecting a 3.0 percent across the board increase to the base salary of City Employees covered by said collective bargaining agreement, to be effective January 1, 2021. (Human Resources - T. Bradley)
6. Discussion and consideration of approving the reopened and negotiated Article 20, Wages, of the Collective Bargaining Agreement with the Fraternal Order of Police (FOP) Lodge #127, reflecting a 3.0 percent across the board increase to the base salary of City Employees covered by said collective bargaining agreement, to be effective January 1, 2021. (Human Resources - T. Bradley)
7. Discussion and consideration of adopting the Midwest City Emergency Operations Plan for FY 2021-22. (Emergency Management - D. Wagner)
8. Discussion and consideration of 1) approving an additional \$180,000.00 from the 2018 Moving Midwest City Forward G.O. Bond project, to be used in conjunction with \$315,000.00 from Police funds and \$315,000 from Fire funds, to purchase P25 Communications Equipment in an amount not to exceed \$810,000.00 from the Oklahoma State Wide Contract #SW1053T through Stolz Telecom LLC, and 2) approving the resolution relating to the expenditure of funds. (Information Technology - A. Stephenson)
9. Discussion and consideration of entering into a Jail Services Agreement with the Board of County Commissioners of Oklahoma County and the Oklahoma Criminal Justice Authority of Oklahoma County for fiscal year 2020-21 to provide for the incarceration of City prisoners and “Hold for State” prisoners within the Oklahoma County Jail under the custody of County officials at the rate of \$44.61 per day per prisoner. (Police - B. Clabes)
10. Discussion and consideration of entering into an interlocal agreement among and between the Board of County Commissioners of Oklahoma County, on behalf of the Oklahoma County Sheriff, (“Oklahoma County”) and the Midwest City Police Department, a department of The City of Midwest City, an Oklahoma municipal corporation and a charter city organized and existing pursuant to the Oklahoma State Constitution (“Midwest City”). (Police - B. Clabes)
11. Discussion and consideration of renewing the agreement with Oklahoma County to provide mutual aid fire support for FY 20-21. (BN)
12. Discussion and consideration approving Amendment #2 extending the agreement with Schwarz Paving for temporary staging of construction equipment at 9100, 9200, and 9300 SE 29Street, for an approximate term of 6 additional months terminating on September 22, 2021. (Community Development - B. Bundy)
13. Discussion and consideration to approve Amendment #1 to the professional design services contract with TAP Architecture in the amount of \$37,000 for the I-40 Spirit Torch at Hudiburg Dr. (Community Development – B. Harless)

14. Discussion and consideration of entering into and approving an Agreement for Professional Services with Crafton, Tull and Associates, Inc., in the amount of \$8,000 to provide survey, design, and bidding services to construct a sidewalk along Kittyhawk Drive from Lockheed Drive to Key Boulevard. (Community Development - B. Bundy)
15. Discussion and consideration approving Amendment #2 to the engineering contract for professional design services for construction of one new 1.75 MG ground (at grade) water storage and a new booster pump station located in the vicinity of Felix Place north of S.E. 15th Street in the amount of \$9,937.00. (Public Works - P. Menefee)
16. Discussion and consideration approving an ordinance as required by Article IV, Section 4 of the Midwest City Charter declaring one (1) 1985 International Bucket Truck Model S1900 Vin #8695, which has a value of more than \$10,000, surplus property and authorizing its disposal by sealed bid, public auction or other means necessary; and providing for repealer and severability. (Public Works - Paul Streets)
17. Discussion and consideration approving an ordinance as required by Article IV, Section 4 of the Midwest City Charter declaring one (1) 1989 International Asphalt Patch Truck Model 4700 Vin #4591, which has a value of more than \$10,000, surplus property and authorizing its disposal by sealed bid, public auction or other means, if necessary; and providing for repealer and severability. (Public Works - Paul Streets)
18. Discussion and consideration of approving Change Order #1 to MacHill Construction Co., Inc. for three (3) outfield renovations at Reed Baseball Complex, in the increased amount of \$115,935.00. (City Manager - V. Sullivan)
19. Discussion and consideration of 1) declaring the items on the attached lists as surplus, and 2) authorize their disposal by sealed bid, auction or other means necessary. (City Manager - T. Lyon)
20. Discussion and consideration of declaring various items of city property from the John Conrad Golf Course on the attached list as surplus and authorizing their disposal by public auction, sealed bid, or other means, if necessary. (City Manager – V. Sullivan)
21. Discussion and consideration of declaring used fire equipment and tools as surplus and authorizing their disposal by public auction, sealed bid or other means, if necessary. (Fire Department - B. Norton)
22. Discussion and consideration of 1) declaring various computer equipment obsolete items of city property on the attached list surplus; and 2) authorizing their disposal by public auction, sealed bid, or other means as necessary. (Information Technology - A. Stephenson)

D. DISCUSSION ITEMS.

1. (PC-2063) Public hearing with discussion and consideration of an ordinance to redistrict from R-HD, High Density Residential to R-MH-2, Manufactured Home Park, for the property described as a part the SW/4 of Section 7, T11N, R1W, and addressed as 10301 S.E. 29th Street. No action was taken on this item at the January 12, 2021 City Council meeting. (Community Development - B. Harless)
2. (PC-2069) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Detached Residential, PUD, Planned Unit Development and O-2 General Office to a PUD, governed by the R-MD, Medium Density Residential and a resolution to amend the Comprehensive Plan from LDR, Low Density Residential to MDR, Medium Density Residential, for the property described as a part of the SW/4 of Section 6, T11N, R1W, addressed as 10100 S.E. 10th St. and 1120 S. Post Rd. (Community Development - B. Harless)
3. (PC -2072) Public hearing with discussion and consideration of approval of a resolution for a Special Use Permit to allow the use of Eating Establishment: Sit-Down, Alcoholic Beverages Permitted in the C-3, Community Commercial district, for the property described as a part of the SW/4 of Section 3 T11N, R2W, located at 1100 S. Air Depot Boulevard, Suite 5. (Community Development - B. Harless)
4. (CA-79) Discussion and consideration of an appeal by Global Sign Solutions to Section 9-384 (h)(7) of the Midwest City Sign Ordinance which limits the size of direction signs to a maximum of 4 square feet of display surface area, Section 9-385(x) which prohibits off-premise advertising from all zoning districts except industrial, Section 9-386 (c) which states that only one (1) freestanding sign shall be allowed per frontage, and Section 9-386(d) which prohibits freestanding signs from being located within the right-of-way, for the property addressed as 2825 Parklawn Dr. (Community Development - B. Harless)
5. Discussion and consideration of accepting the monthly report on the City of Midwest City Employees' Health Benefits Plan by the City Manager and action as deemed necessary by the Council to maintain the plan. (Human Resources - T. Bradley)
6. Discussion to consider and adopt a resolution authorizing the calling and holding of an election in the City of Midwest City, State of Oklahoma, for the purpose of submitting to the registered, qualified electors of said City the question of the issuance of the general obligation bonds of said city in the sum of five million seven hundred thousand and no/100s dollars (\$5,700,000.00), to be issued in series, to provide funds (either with or without state or federal aid) for the purpose of acquiring, constructing, reconstructing, improving, remodeling and repairing public safety buildings and facilities including extending utilities and improving access thereto and purchasing and installing public safety equipment all to be owned exclusively by said City, as authorized by section 27, article X of the constitution and statutes of the state of Oklahoma, and acts complementary supplementary and enacted pursuant thereto; and in connection with said bonds, the question of levying and collecting an annual tax, in addition to all other taxes, upon all the taxable property in said city for the payment of the interest and principal on said bonds. (City Clerk - S. Hancock)

E. NEW BUSINESS/PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the Agenda is for members of the public to speak to the City Council on any Subject not scheduled on the Regular Agenda. The Council shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Council will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE COUNCIL ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE COUNCIL.**

F. EXECUTIVE SESSION.

1. Discussion and consideration of 1) entering into executive session, as allowed under Title 25 Section 307 (B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest; and 2) in open session, authorizing the City Manager to take action as appropriate based on the discussion in executive session. (City Manager - T. Lyon)

G. FURTHER INFORMATION.

1. Building Report January 2021 Building Report. (Community Development—B. Harless)
2. Minutes of the February 2, 2021 Board of Adjustment meeting. (Community Development - B. Harless)
3. Minutes of the February 2, 2021 Planning Commission meeting. (Community Development - B. Harless)
4. Review of the monthly Neighborhood Services report for January 2021. (Neighborhood Services - M. Stroh)

H. ADJOURNMENT.





CONSENT AGENDA



Notice for the Midwest City Council meetings was filed for the calendar year with the City Clerk of Midwest City. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Midwest City Council Minutes

January 26, 2021

This meeting was held in the Midwest City Chambers at City Hall, 100 N Midwest Blvd, Midwest City, County of Oklahoma, State of Oklahoma.

Mayor Matthew Dukes* called the meeting to order at 6:02 PM with following members present: Councilmembers Susan Eads**, Pat Byrne***, Española Bowen, Sean Reed, Christine Allen, Rick Favors and with City Clerk, Sara Hancock, City Attorney Heather Poole, and City Manager Tim Lyon.

OPENING BUSINESS. The invocation was given by Assistant City Manager Vaughn Sullivan, followed by the Pledge of Allegiance led by Carl Albert Jr ROTC Cadet Striegel. Council and Staff made community-related announcements.

CONSENT AGENDA. Eads made a motion to approve the consent agenda with exception to pull item #2, seconded by Bowen. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favors, and Mayor Dukes. Nay: None. Motion carried.

1. Discussion and consideration to approve the minutes of the January 12, 2021 meeting, as submitted.
2. **Discussion and consideration of accepting the financial audit of the City of Midwest City as of and for the year ended June 30, 2020.** M. Gibson of RSM US LLP addressed the council. Allen made a motion to approve, as submitted, seconded by Byrne. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favors, and Mayor Dukes. Nay: None. Motion carried.
3. Discussion and consideration of accepting the City Manager's Report for the month of December 2020.
4. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2020-2021, increase: Grant Funds, revenue/Intergovernmental (62) \$32,820; expenditures/Police (62) \$32,820. CDBG Fund, revenue/Intergovernmental (00) \$321,726; expenditures/Grants Management (39) \$321,726.
5. Discussion and consideration of accepting the monthly report on the City of Midwest City Employees' Health Benefits Plan by the City Manager and action as deemed necessary by the Council to maintain the plan.
6. Discussion and consideration to approve Amendment #1 to the professional design services contract with Olsson, Inc. in the amount of \$10,045 plus \$600 per easement for the W.P. Bill Atkinson Park, a 2018 General Obligation project.
7. Discussion and consideration of awarding bid to Top Tier Tactical for Police Department Respirator Equipment in the amount of \$38,100.

8. Discussion and consideration of entering into a contract agreement with Great Plains Consulting in the amount of \$148,080.00 for the inspection of the construction and installation of the new Booster Pump Station and Storage Tank Reconstruction funded by the 2018 G.O. Bond proposal.
9. Discussion and consideration of accepting maintenance bonds from Turning Point Industries, Inc. in the amount of \$9,744.30, respectively.
10. Discussion and consideration of accepting maintenance bonds from Holland Backhoe, Inc. in the amount of \$4,708.50, \$4,004.50, and \$4,065.50, respectively.
11. Discussion and consideration of reappointing Russell Smith to the Planning Commission for an additional three-year term.
12. Discussion and consideration of declaring used fire hose as surplus and authorizing the disposal by public auction, sealed bid, or destruction, if necessary.

DISCUSSION ITEMS.

1. **(PC – 2056) Public hearing with discussion and consideration of approval of a resolution for a Special Use Permit (SUP) to allow the use of communication services in the R-6, Single Family Detached Residential District for the property described as a part of the NW/4 of section 36 T-12-N, R-2-W, located at 600 N. Douglas Boulevard. This item was continued from the October 27, 2020 and November 10, 2020 City Council meetings.**

Billy Harless and Ralph Wyngarden of Faulk & Foster, Pastor John Jones of Highland Park Baptist Church, and Jackie Parks of 9100 E. Cardinal addressed the council. After Staff and Council discussion, Byrne made a motion to approve Resolution 2021-02, with stipulations: 1. No commercial advertising or signage shall be allowed on any cell tower. 2. Any tower that is not operated or used for a continuous period of 12 consecutive months shall be considered abandoned and the owner of said tower shall be required, at the owner's expense, to remove the tower and all associated buildings, power supply, fence, and other items associated with, and permitted with, the tower. If not removed the City of Midwest City may contract the removal and the expense passed onto the tower owner. City staff check quarterly to determine if the tower is still operational. 3. Tower facilities shall be visually buffered by a hedge of low -maintenance evergreen plant material, or other approved opaque screening material, which effectively screens the view of the tower, building, fencing and accessory facilities. The tower owner shall be responsible for all costs of equipment, labor, and materials associated with the screening of the tower facilities. The tower owner will be responsible for all costs associated with the landscaping requirements. Upon completion of the tower construction, screening and landscaping, all maintenance of the landscaping and screening shall become the responsibility of the property owner. Plants that die or do not effectively buffer the tower, screening, or building power equipment shall be replaced within a reasonable length of time, not to exceed three months, at the landowner's expense. Failure to maintain the plants shall constitute a fine to the landowner. The tower owner shall be responsible for all costs, equipment, labor around the cell tower. The fencing shall consist of a chain-link fence in type and be a minimum height of eight feet. The fence must be installed around the tower site with a locking gate. A sign must also be posted containing the tower owner's name and contact information. Tower owner shall be responsible for maintaining the fence in good

condition. 4. The City of Midwest City may at any time request the tower owner to perform additional inspections if damaging winds, earthquakes, other natural phenomenon, or unexpected damages occur that may cause structural failure of the cell tower or facilities. If, upon inspection, the tower owner determines that the facility fails to comply with such applicable codes and that such failure constitutes a danger to persons or property, then the owner of the facility must immediately notify the City of Midwest City. The owner shall have 30 days to bring the facility into compliance with the applicable codes and standards. Failure to bring the facility into compliance within the said 30 days shall constitute cause for the removal of the facility at the owner's expense, seconded by Reed. Voting Aye: Byrne, Reed, Favors, and Mayor Dukes. Abstain: Eads, Bowen, Allen. Nay: None. Motion carried.

2. **(PC – 2065) Discussion and consideration of approval of the Final Plat of Ryan's Ridge, described as a part of the SW/4 of Section 6, T11N, R1W, addressed as 10332 S.E. 10th Street.** Billy Harless, Jeff Bradley of 12420 Hastings Rd (on behalf of Mother at 10416 SE 10th), and applicant Kevin Ergenbright addressed the Council. After Staff and Council discussion, Favors made motion to approve the final plat, seconded by Eads. Voting Aye: Byrne, Eads, Bowen, Allen, Reed, Favors, and Mayor Dukes. Nay: None. Motion carried.
3. **(PC-2066) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Detached Residential to C-1, Restricted Commercial, and a resolution to amend the Comprehensive Plan from LDR, Low Density Residential to OR, Office Retail, for the property described as part the SE/4 of Section 6, T-11-N, R-1W, and a portion of the parcel addressed as 10601 SE 15th Street.**

Council recessed at 7:10 PM and returned at 7:16 PM.

Billy Harless, Attorney David Box, Gerry Gulbrauson of 10525 Songbird, and Brandon Bundy addressed the Council. After Staff and Council discussion, Reed made motion to approve Ordinance 3436 and Resolution 2021-03, seconded by Byrne. Voting Aye: Eads, Byrne, Bowen, Reed, and Mayor Dukes. Nay: Allen and Favors. Motion carried.

4. **(PC-2067) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Detached Residential with a Special Use Permit for a Church to C-3, Community Commercial, and a resolution to amend the Comprehensive Plan from PSP, Public/Semi-Public to COMM, Commercial, for the property described as part of the NW/4 of Section 1, T-11-N, R-2-W, addressed as 208 S. Douglas Blvd.** Billy Harless and Rod Baker the applicant addressed the Council. After discussion, Byrne made motion to approve Ordinance 3437 and Resolution 2021-04, seconded by Allen. Voting Aye: Eads, Byrne, Bowen, Reed, Allen, Favors and Mayor Dukes. Nay: None. Motion carried.
5. **(PC – 2068) Public hearing with discussion and consideration of an ordinance redistricting from Planned Unit Development (PUD) to Amended Planned Unit Development (PUD), for the property described as Lot 1 of the Red Oak Development addressed as 2113 S. Douglas Boulevard.** Billy Harless and Attorney Rick Rice addressed the Council. After discussion, Reed made motion to approve Ordinance 3438, seconded by Eads. Voting Aye: Eads, Byrne, Bowen, Reed, Allen, Favors and Mayor Dukes. Nay: None. Motion carried.

6. **(PC-2069) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Detached Residential, PUD, Planned Unit Development and O-2 General Office to a PUD, governed by the R-MD, Medium Density Residential and a resolution to amend the Comprehensive Plan from LDR, Low Density Residential to MDR, Medium Density Residential, for the property described as a part of the SW/4 of Section 6, T11N, R1W, addressed as 10100 S.E. 10th St. and 1120 S. Post Rd. No action taken.**
 7. **(PC – 2070) Discussion and consideration of approval of the proposed preliminary plat of Primrose Hill, described as a part of the SW/4 of Section 31, T12N, R1W, located at 316 N. Post Road.** Billy Harless, James Ergenbright of 10012 Park Dr, Attorney David Box, Mark Grubb of Grubbs Consulting, and Brandon Bundy addressed the Council. After discussion, Bowen made a motion to approve the preliminary plat subject to requiring detention be 10% above City requirements and move the drainage outfall 25 feet back from the property line incorporate a weir system and that dissipates and all storm events will be accounted for, seconded by Byrne. Voting Aye: Eads, Byrne, Bowen, Reed, Allen, Favors and Mayor Dukes. Nay: None. Motion carried.
 8. **(PC – 2071) Discussion and consideration of approval of the Replat of Lot 3, Block 2 of the Harper Addition, described as a part of the NW/4 of Section 31, T12N, R1W and addressed as 910 N. Poplar Lane.** Billy Harless and applicant, Rodney Tyra of 910 N Poplar Ln, addressed the Council. Bowen made motion to approve the replat, as submitted, seconded by Allen. Aye: Eads, Byrne, Bowen, Reed, Allen, Favors and Mayor Dukes. Nay: None. Motion carried.
 9. **Discussion and consideration of presentation by W.D. Ballew, PhD., P.E. on comprehensive review of the Midwest City Police Department jail operations.** W.D Ballew presented information. After Staff and Council discussion, Reed made motion to approve the report, seconded by Allen. Voting Aye: Eads, Byrne, Bowen, Reed, Allen, Favors and Mayor Dukes. Nay: None. Motion carried.
- *Mayor left the meeting at 8:31 pm and returned at 8:33 pm
- **Eads left the meeting at 8:33 pm and returned at 8:34 pm
- ***Councilmember Byrne left the meeting at 8:48pm and returned at 8:51 pm.
10. **Discussion and consideration of awarding the bid and entering into a contract with United Golf, LLC, for renovation of John Conrad Regional Golf Course in the total amount of \$3,563,555.16, which includes the base bid in the amount of \$3,532,450.16 and Alternate number A-2 (Driving range floor shaping) in the amount of \$5,415.00, Alternate number A-3 (Driving range drainage) \$4,810.00, Alternative number A-5 (Driving range Astro sprigs) \$5,880.00, Alternative number A-13 (Pump-house refurbishment) one (1) item at \$15,000.00.** Vaughn Sullivan addressed Council. After Staff and Council discussion, Reed made motion to award bid to United Golf, LLC, seconded by Eads. Voting Aye: Eads, Byrne, Bowen, Reed, Allen, Favors and Mayor Dukes. Nay: None. Motion carried.

NEW BUSINESS/PUBLIC DISCUSSION. There was no new business or public discussion.

***Councilmember Byrne left the meeting at 9:02 PM.

At 9:03 PM, Reed made motion to recess, seconded by Eads. Voting Aye: Eads, Bowen, Reed, Allen, Favors and Mayor Dukes. Nay: None. Absent: Byrne. Motion carried.

The Council returned to the City Council agenda at 9:07 PM.

EXECUTIVE SESSION.

1. Discussion and consideration of 1) entering into executive session as allowed under 25 O.S. § 307 (B) (2) to discuss negotiations concerning employees and representatives of employee groups; and 2) in open session, authorizing the city manager to take action as appropriate based on the discussion in executive session.

At 9:07 PM, Reed made motion to enter into executive session, seconded by Eads. Voting Aye: Eads, Bowen, Reed, Allen, Favors and Chairman Dukes. Nay: None. Absent: Byrne. Motion carried.

At 9:36 PM, Reed made motion to return to open session and to authorize City Manager to proceed as discussed, seconded by Eads. Voting Aye: Eads, Bowen, Reed, Allen, Favors and Chairman Dukes. Nay: None. Absent: Byrne. Motion carried.

ADJOURNMENT. There being no further business, Mayor Dukes adjourned the meeting at 9:37 PM.

ATTEST:

MATTHEW D. DUKES II, Mayor

SARA HANCOCK, City Clerk



Finance Department
100 N. Midwest Boulevard
Midwest City, OK 73110
cbarron@midwestcity.org
Office: 405-739-1245
www.midwestcityok.org

TO: Honorable Mayor and City Council

FROM: Judy Siemens, City Treasurer

DATE: February 23, 2021

SUBJECT: Discussion and consideration of supplemental budget adjustments to the following funds for FY 2020-2021, increase: 2018 Election GO Bonds Fund, revenue/Transfer In (06) \$115,935; expenditures/Park & Recreation (06) \$115,935. Park & Recreation Fund, expenditures/Transfer Out (06) \$115,935. 2018 Election GO Bonds Fund, revenue/Transfer In (92) \$1,316,684; expenditures/29th Street (92) \$1,316,684. Downtown Redevelopment Fund, expenditures/Transfer Out (92) \$1,316,684; decrease: expenditures/29th Street (92) \$1,316,684. Increase, 2018 Election GO Bonds Fund, revenue/Transfer In (92) \$29,220; expenditures/29th Street (92) \$29,220. Capital Improvements Fund, expenditures/Transfer Out (57) \$29,220; decrease: expenditures/Capital Improvements (57) \$29,220. Increase, 2018 Election GO Bond Fund, revenue/Transfer In (14) \$630,000; expenditures/General Government (14) \$630,000. Police Capitalization Fund, expenditures/Transfer Out (62) \$315,000; decrease: expenditures/Police (62) \$170,000. Increase, Fire Fund, expenditures/Transfer Out (64) \$315,000. General Gov't Sales Tax Fund, expenditures/City Manager (01) \$8,221. General Fund, expenditures/City Clerk (02) \$1,183; expenditures/Personnel (03) \$4,919; expenditures/City Attorney (04) \$567; expenditures/Community Development (05) \$18,461; expenditures/Park & Rec (06) \$2,244; expenditures/Finance (08) \$7,087; expenditures/Streets (09) \$18,178; expenditures/Animal Welfare (10) \$3,762; expenditures/Municipal Court (12) \$4,404; expenditures/Neighborhood Services (15) \$11,372; expenditures/IT (16) \$5,170; expenditures/EOC (18) \$12,602; expenditures/Swimming Pool (19) \$458; expenditures/Communications (20) \$2,393; expenditures/Senior Center (55) \$826. Technology Fund, expenditures/General Gov't (14) \$1,030. Police Fund, expenditures/Police (62) \$145,053. Juvenile Fund, expenditures/Municipal Court (12) \$866. Fire Fund, expenditures/Fire (64) \$123,776. CVB Fund, expenditures/Economic (87) \$1,412. Emergency Operations Fund, expenditures/Emergency Operations (21) \$4,242. PWA Fund, expenditures/Public Works (30) \$11,868. Fleet Fund, expenditures/Fleet (25) \$10,396. Surplus Fund, expenditures/Surplus (26) \$390. Park & Recreation Fund, expenditures/Park & Rec (06) \$473; expenditures/Communications (20) \$513. CDBG Fund, expenditures/Grants Mgmt (39) \$3,904. Grant Funds, expenditures/Fire (64) \$2,332. Risk Fund, expenditures/Risk Insurance (29) \$2,221. Disaster Relief Fund, expenditures/Neighborhood Services (15) \$2,037. Grant Funds, revenue/Intergovernmental (21) \$13,888; expenditures/Transfer Out (21) \$13,888. Disaster Relief Fund, revenue/Transfers In (00) \$13,888. Urban Renewal Authority Fund, expenditures/Urban Renewal (93) \$50,000. General Gov't Sales Tax Fund, revenue/Taxes (00) \$450,833. General Fund, revenue/Taxes (00) \$4,074,439.

Police Fund, revenue/Taxes (00) \$1,093,706. Police Capitalization Fund, revenue/Taxes (00) \$21,181. Fire Fund, revenue/Taxes (00) \$814,887. Fire Capitalization Fund, revenue/Taxes (00) \$63,543. Dedicated Tax 2012 Fund, revenue/Taxes (00) \$84,724. Emergency Operations Fund, revenue/Taxes (00) \$69,319. Park & Recreation Fund, revenue/Taxes (00) \$85,850. Capital Improvements Fund, revenue/Taxes (00) \$51,903. Sales Tax Capital Improvement Fund, revenue/Taxes (00) \$1,063,199. General Gov't Sales Tax Fund, expenditures/City Manager (01) \$730; expenditures/City Council (14) \$730. General Fund, expenditures/Personnel (03) \$487; expenditures/City Attorney (04) \$122; expenditures/Community Development (05) \$1,703; expenditures/Park & Rec (06) \$730; expenditures/Finance (08) \$852; expenditures/Streets (09) \$2,798; expenditures/Animal Welfare (10) \$365; expenditures/Municipal Court (12) \$608; expenditures/Neighborhood Services (15) \$1,338; expenditures/IT (16) \$487; expenditures/EOC (18) \$1,581; expenditures/Communications (20) 243. Technology Fund, expenditures/General Gov't (14) \$122. Police Fund, expenditures/Police (62) \$11,045. Fire Fund, expenditures/Fire (64) \$7,985. Emergency Operations Fund, expenditures/Emergency Operations (21) \$243. PWA Fund, expenditures/Public Works (30) \$852. Fleet Fund, expenditures/Fleet (25) \$1,338. CDBG Fund, expenditures/Grants Mgmt (39) \$365. Grant Funds, expenditures/Fire (64) \$365. Risk Fund, expenditures/Risk Insurance (29) \$243. Reimbursed Projects Fund, expenditures/General Government (14) \$60,000.

The first supplement is needed to provide additional funding for the Reed Baseball Complex Renovation GO Bond project. The second supplement is needed to transfer out the additional funding for the Reed Baseball Complex Renovation GO Bond project. The third supplement is needed to provide additional funding for the Town Center Park GO Bond project. The fourth supplement is needed to transfer out the additional funding for the Town Center Park GO Bond project. Funding to come from projects 921604 Original Mile Implementation (\$973,393), 921302 Reconstruction Mid-America (\$194,310), 921404 Clock Twr Civic Spc Const (\$103,800), 921306 Original Mile Monuments (\$29,310) and 921605 North Oaks Ph 3 (\$15,871). The fifth supplement is needed to provide additional funding for the Town Center GO Bond project. The sixth supplement is needed to transfer out the additional funding for the Town Center Park GO Bond project. Funding to come from projects 571202 N Oaks Neighborhood (\$28,425) and 571904 N Oaks Cul De Sac (\$795). The seventh through ninth supplements are needed to assist in the funding of the GO Bond Project 2119G2 – P25 Equipment – P4. The tenth through twenty-fifth supplements are needed to budget for payroll expenditures related to 3% COLA that was passed on 1/26/2021 Council Meeting. The twenty-sixth through twenty-seventh supplements are needed to budget revenue and transfer out of the Cares PPE grant in Fund 143 to Fund 310 Disaster Relief. The twenty-eighth supplement is needed to budget additional expenditures for the House of Realty case. The twenty-ninth through thirty-ninth supplements are needed to increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June. The fortieth through fiftieth supplements are needed to budget for payroll expenditures related to Covid vaccine incentive. The fifty-first supplement is needed to budget for the clock tower repairs.

Judy Siemens

Judy Siemens
City Treasurer

SUPPLEMENTS
February 23, 2021

Fund 2018 ELECTION GO BONDS (270)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
06	Transfer In	115,935			
06	Park & Recreation			115,935	
		<u>115,935</u>	<u>0</u>	<u>115,935</u>	<u>0</u>

Explanation:
This supplement is needed to provide additional funding for the Reed Baseball Complex Renovation GO Bond project. Funding to come from transfer in from fund 123.

Fund PARK & RECREATION (123)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
06	Transfer Out				115,935
		<u>0</u>	<u>0</u>	<u>115,935</u>	<u>0</u>

Explanation:
This supplement is needed to transfer out the additional funding for the Reed Baseball Complex Renovation GO Bond project. Funding to come from fund balance.

Fund 2018 ELECTION GO BONDS (270)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
92	Transfer In	1,316,684			
92	29th Street			1,316,684	
		<u>1,316,684</u>	<u>0</u>	<u>1,316,684</u>	<u>0</u>

Explanation:
This supplement is needed to provide additional funding for the Town Center Park GO Bond project. Funding to come from transfer in from fund 194.

Fund DOWNTOWN REDEVELOPMENT (194)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
92	Transfer Out				
92	29th Street			1,316,684	
		<u>0</u>	<u>0</u>	<u>1,316,684</u>	<u>1,316,684</u>

Explanation:
This supplement is needed to transfer out the additional funding for the Town Center Park GO Bond project. Funding to come from projects 921604 Original Mile Implementation (\$973,393), 921302 Reconstruction Mid-Am (\$194,310), 921404 Clock Twr Civic Spc Const (\$103,800), 921306 Original Mile Monuments (\$29,310) and 921605 North Oaks Ph 3 (\$15,871).

SUPPLEMENTS
February 23, 2021

Fund 2018 ELECTION GO BONDS (270)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
92	Transfer In	29,220			
92	29th Street			29,220	
		29,220	0	29,220	0
Explanation: This supplement is needed to provide additional funding for the Town Center Park GO Bond project. Funding to come from transfer in from fund 157.					

Fund CAPITAL IMPROVEMENTS (157)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
57	Transfer Out			29,220	
57	Capital Improvements				29,220
		0	0	29,220	29,220
Explanation: This supplement is needed to transfer out the additional funding for the Town Center Park GO Bond project. Funding to come from projects 571202 N Oaks Neighborhood (\$28,425) and 571904 N Oaks Cul De Sac (\$795).					

Fund 2018 ELECTION GO BOND (270)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
14	Transfer In	630,000			
14	General Government			630,000	
		630,000	0	630,000	0
Explanation: To assist in the funding of the GO Bond Project 2119G2, P25 Equipment - P4.					

Fund POLICE CAPITALIZATION (021)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
62	Transfer Out			315,000	
62	Police				170,000
		0	0	315,000	170,000
Explanation: To assist in funding of GO Bond Project 2119G2 - P25 Equipment - P4. Balance of \$145,000 to come from fund balance.					

SUPPLEMENTS
February 23, 2021

Fund FIRE (040)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
64	Transfer Out			315,000	
		0	0	315,000	0

Explanation:
To assist in funding of GO Bond Project 2119G2 - P25 Equipment - P4. Funding to come from fund balance.

Fund GENERAL GOV'T SALES TAX (009)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
01	City Manager			8,221	
		0	0	8,221	0

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund GENERAL (010)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
02	City Clerk			1,183	
03	Personnel			4,919	
04	City Attorney			567	
05	Community Development			18,461	
06	Park & Rec			2,244	
08	Finance			7,087	
09	Streets			18,178	
10	Animal Welfare			3,762	
12	Municipal Court			4,404	
15	Neighborhood Services			11,372	
16	I.T.			5,170	
18	EOC			12,602	
19	Swimming Pool			458	
20	Communications			2,393	
55	Senior Center			826	
		0	0	93,626	0

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund TECHNOLOGY (014)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
14	General Gov't			1,030	
		0	0	1,030	0

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

SUPPLEMENTS
February 23, 2021

Fund POLICE (020)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
62	Police			145,053	
		<u>0</u>	<u>0</u>	<u>145,053</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

Fund JUVENILE (025)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
12	Municipal Court			866	
		<u>0</u>	<u>0</u>	<u>866</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

Fund FIRE (040)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
64	Fire			123,776	
		<u>0</u>	<u>0</u>	<u>123,776</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

Fund CVB (046)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
87	Economic			1,412	
		<u>0</u>	<u>0</u>	<u>1,412</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

SUPPLEMENTS
February 23, 2021

Fund EMERGENCY OPERATIONS (070)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
21	Emergency Operations			4,242	
		<u>0</u>	<u>0</u>	<u>4,242</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

Fund PWA (075)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
30	Public Works			11,868	
		<u>0</u>	<u>0</u>	<u>11,868</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

Fund FLEET (080)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
25	Fleet			10,396	
		<u>0</u>	<u>0</u>	<u>10,396</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

Fund SURPLUS (081)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
26	Surplus			390	
		<u>0</u>	<u>0</u>	<u>390</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

SUPPLEMENTS
February 23, 2021

Fund PARK & RECREATION (123)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
06	Park & Rec			473	
20	Communications			513	
		<u>0</u>	<u>0</u>	<u>986</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

Fund CDBG (141)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
39	Grants Mgmt			3,904	
		<u>0</u>	<u>0</u>	<u>3,904</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

Fund GRANT FUNDS (143)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
64	Fire Dept			2,332	
		<u>0</u>	<u>0</u>	<u>2,332</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

Fund RISK (202)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
29	Risk Insurance			2,221	
		<u>0</u>	<u>0</u>	<u>2,221</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.					

SUPPLEMENTS
February 23, 2021

Fund DISASTER RELIEF (310)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
15	Neighborhood Services			2,037	
		<u>0</u>	<u>0</u>	<u>2,037</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund GRANT FUNDS (143)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
21	Intergovernmental	13,888			
21	Transfer Out			13,888	
		<u>13,888</u>	<u>0</u>	<u>13,888</u>	<u>0</u>

Explanation:
To budget revenue & transfer out of the Cares PPE grant in Fund 143 to Fund 310 Disaster Relief.

Fund DISASTER RELIEF (310)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Transfers In	13,888			
		<u>13,888</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation:
To budget the transfer in the Cares PPE grant from Fund 143 to Fund 310.

Fund URBAN RENEWAL AUTHORITY (201)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
93	Urban Renewal			50,000	
		<u>0</u>	<u>0</u>	<u>50,000</u>	<u>0</u>

Explanation:
To budget additional expenditures for the House of Realty case. Funding to come from fund balance.

SUPPLEMENTS
February 23, 2021

Fund GENERAL GOV'T SALES TAX (009)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	450,833			
		<u>450,833</u>	<u>0</u>	<u>0</u>	<u>0</u>
Explanation: To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.					

Fund GENERAL (010)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	4,074,439			
		<u>4,074,439</u>	<u>0</u>	<u>0</u>	<u>0</u>
Explanation: To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.					

Fund POLICE (020)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	1,093,706			
		<u>1,093,706</u>	<u>0</u>	<u>0</u>	<u>0</u>
Explanation: To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.					

Fund POLICE CAPITALIZATION (021)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	21,181			
		<u>21,181</u>	<u>0</u>	<u>0</u>	<u>0</u>
Explanation: To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.					

SUPPLEMENTS
February 23, 2021

Fund FIRE (040)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	814,887			
		<u>814,887</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation:
To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.

Fund FIRE CAPITALIZATION (041)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	63,543			
		<u>63,543</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation:
To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.

Fund DEDICATED TAX 2012 (065)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	84,724			
		<u>84,724</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation:
To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.

Fund EMERGENCY OPERATIONS (070)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	69,319			
		<u>69,319</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation:
To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.

SUPPLEMENTS
February 23, 2021

Fund PARK & RECREATION (123)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	85,580			
		<u>85,580</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation:
To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.

Fund CAPITAL IMPROVEMENTS (157)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	51,903			
		<u>51,903</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation:
To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.

Fund SALES TAX CAPITAL IMPROV. (340)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
00	Taxes	1,063,199			
		<u>1,063,199</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation:
To increase the budgeted revenue for sales and use tax according to actual from July through February; new estimates for March through June.

Fund GENERAL GOV'T SALES TAX (009)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
01	City Manager			730	
14	City Council			730	
		<u>0</u>	<u>0</u>	<u>1,460</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

SUPPLEMENTS
February 23, 2021

Fund GENERAL (010)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
03	Personnel			487	
04	City Attorney			122	
05	Community Development			1,703	
06	Park & Rec			730	
08	Finance			852	
09	Streets			2,798	
10	Animal Welfare			365	
12	Municipal Court			608	
15	Neighborhood Services			1,338	
16	I.T.			487	
18	EOC			1,581	
20	Communications			243	
		<u>0</u>	<u>0</u>	<u>11,314</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund TECHNOLOGY (014)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
14	General Gov't			122	
		<u>0</u>	<u>0</u>	<u>122</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund POLICE (020)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
62	Police			11,045	
		<u>0</u>	<u>0</u>	<u>11,045</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund FIRE (040)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
64	Fire			7,985	
		<u>0</u>	<u>0</u>	<u>7,985</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

SUPPLEMENTS
February 23, 2021

Fund EMERGENCY OPERATIONS (070)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
21	Emergency Operations			243	
		<u>0</u>	<u>0</u>	<u>243</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund PWA (075)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
30	Public Works			852	
		<u>0</u>	<u>0</u>	<u>852</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund FLEET (080)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
25	Fleet			1,338	
		<u>0</u>	<u>0</u>	<u>1,338</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund CDBG (141)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
39	Grants Mgmt			365	
		<u>0</u>	<u>0</u>	<u>365</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

SUPPLEMENTS
February 23, 2021

Fund GRANT FUNDS (143)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
<u>Dept Number</u>	<u>Department Name</u>	<u>Estimated Revenue</u>		<u>Budget Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
64	Fire Dept			365	
		<u>0</u>	<u>0</u>	<u>365</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund RISK (202)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
<u>Dept Number</u>	<u>Department Name</u>	<u>Estimated Revenue</u>		<u>Budget Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
29	Risk Insurance			243	
		<u>0</u>	<u>0</u>	<u>243</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund REIMBURSED PROJECTS (016)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
<u>Dept Number</u>	<u>Department Name</u>	<u>Estimated Revenue</u>		<u>Budget Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
14	General Government			60,000	
		<u>0</u>	<u>0</u>	<u>60,000</u>	<u>0</u>

Explanation:
To increase budget for the clock tower repairs. Funding to come from fund balance.



Finance Department
100 N. Midwest Boulevard
Midwest City, OK 73110
cbarron@midwestcity.org
Office: 405-739-1245
www.midwestcityok.org

TO: Honorable Mayor and City Council

FROM: Judy Siemens, City Treasurer

DATE: February 23, 2021

SUBJECT: Discussion and consideration of accepting the City Manager's Report for the month of January 2021.

The funds in January that experienced a significant change in fund balance from the December report are as follows:

Hotel/Conference Center (195) had an operational loss of \$57,428 in January.

2018 Election G.O. Bonds (270) decreased due to the payments for:
Various Capital Outlay Payments <\$1,607,706>

Disaster Relief (310) increased because of net effect of the following:
2020 ice storm cleaning payments decreased FB <\$1,717,856>
2020 ice storm grant accrual increased FB \$6,375,000

G.O. Debt Services (350) increased due to receipts of:
Ad Valorem Taxes \$2,146,507

MWC Hospital Authority (425) activities for January:
Compounded Principal (9010) - unrealized loss on investment < \$174,856>
Discretionary (9050) - unrealized loss on investment <\$45,164>

Judy Siemens

Judy Siemens
City Treasurer

City of Midwest City
Financial Summary by Fund
for Period Ending January, 2021

(Unaudited)

Fund Number	Fund Description	Assets	Liabilities	6/30/2020 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
9	GENERAL GOVERNMENT SALES TAX	4,290,350	-	3,692,885	1,603,575	(1,006,110)	597,465	4,290,350
10	GENERAL	8,758,278	(155,056)	7,257,964	24,210,882	(22,865,624)	1,345,258	8,603,221
11	CAPITAL OUTLAY RESERVE	867,601	-	878,312	2,915	(13,627)	(10,711)	867,601
13	STREET AND ALLEY FUND	1,778,091	-	1,615,489	318,337	(155,735)	162,602	1,778,091
14	TECHNOLOGY FUND	315,891	-	207,826	203,881	(95,817)	108,065	315,891
15	STREET LIGHT FEE	1,859,621	-	1,874,909	347,742	(363,030)	(15,288)	1,859,621
16	REIMBURSED PROJECTS	1,183,907	(1)	1,247,928	78,977	(142,998)	(64,021)	1,183,907
17	29TH & DOUGLAS PROPERTY	289	-	288	1	-	1	289
20	MWC POLICE DEPARTMENT	6,677,863	-	5,969,836	10,196,804	(9,488,777)	708,027	6,677,863
21	POLICE CAPITALIZATION	1,542,669	-	448,160	1,212,293	(117,784)	1,094,509	1,542,669
25	JUVENILE FUND	31,617	-	27,943	49,264	(45,589)	3,674	31,617
30	POLICE STATE SEIZURES	76,752	-	72,260	4,743	(251)	4,492	76,752
31	SPECIAL POLICE PROJECTS	93,909	-	93,392	6,550	(6,033)	516	93,909
33	POLICE FEDERAL PROJECTS	48,434	-	49,067	71	(705)	(634)	48,434
34	POLICE LAB FEE FUND	27,157	-	23,424	4,338	(605)	3,733	27,157
35	EMPLOYEE ACTIVITY FUND	24,312	-	20,356	9,811	(5,855)	3,956	24,312
36	JAIL	150,104	-	144,218	31,404	(25,517)	5,887	150,104
37	POLICE IMPOUND FEE	98,752	-	109,036	27,176	(37,461)	(10,285)	98,752
40	MWC FIRE DEPARTMENT	4,998,093	(4)	4,029,690	7,857,396	(6,888,997)	968,399	4,998,089
41	FIRE CAPITALIZATION	1,265,877	-	1,180,917	372,634	(287,674)	84,960	1,265,877
45	MWC WELCOME CENTER	269,747	3	353,512	93,863	(177,625)	(83,762)	269,750
46	CONV / VISITORS BUREAU	239,747	-	184,975	164,166	(109,394)	54,772	239,747
50	DRAINAGE TAX FUND	-	-	-	-	-	-	-
60	CAPITAL DRAINAGE IMP	680,736	-	614,336	273,999	(207,599)	66,400	680,736
61	STORM WATER QUALITY	1,107,417	-	1,014,388	455,452	(362,423)	93,029	1,107,417
65	STREET TAX FUND	1,834,927	-	1,840,981	303,020	(309,074)	(6,054)	1,834,927
70	EMERGENCY OPER FUND	805,563	-	765,195	335,581	(295,213)	40,368	805,563
75	PUBLIC WORKS ADMIN	573,043	-	647,055	625,928	(699,939)	(74,012)	573,043
80	INTERSERVICE FUND	686,149	-	638,120	1,489,117	(1,441,087)	48,030	686,149
81	SURPLUS PROPERTY	538,055	(423,099)	108,739	31,536	(25,319)	6,217	114,956
115	ACTIVITY FUND	332,620	3	351,549	31,766	(50,691)	(18,925)	332,624
123	PARK & RECREATION	694,101	(150)	639,507	360,649	(306,205)	54,444	693,951
141	COMM. DEV. BLOCK GRANT	6,029	-	6,029	512,091	(512,091)	-	6,029
142	GRANTS/HOUSING ACTIVITIES	197,419	(13,357)	142,535	126,189	(84,661)	41,528	184,063
143	GRANT FUNDS	99,744	(39,744)	60,000	11,184,326	(11,184,326)	-	60,000

City of Midwest City
Financial Summary by Fund
for Period Ending January, 2021

(Unaudited)

Fund Number	Fund Description	Assets	Liabilities	6/30/2020 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
157	CAPITAL IMPROVEMENTS	2,449,187	-	2,523,375	488,947	(563,136)	(74,188)	2,449,187
172	CAP. WATER IMP-WALKER	1,620,829	-	1,440,837	301,877	(121,886)	179,991	1,620,829
178	CONST LOAN PAYMENT REV	3,258,543	(15,358)	2,876,857	467,586	(101,257)	366,329	3,243,186
184	SEWER BACKUP FUND	81,549	-	83,771	278	(2,500)	(2,222)	81,549
186	SEWER CONSTRUCTION	5,004,298	(175,000)	4,285,350	843,860	(299,911)	543,948	4,829,298
187	UTILITY SERVICES	528,497	(924)	494,006	673,816	(640,249)	33,567	527,573
188	CAP. SEWER IMP.-STROTH	469,516	-	121,949	349,309	(1,742)	347,567	469,516
189	UTILITIES CAPITAL OUTLAY	2,114,589	(88,595)	3,009,651	642,426	(1,626,083)	(983,657)	2,025,994
190	MWC SANITATION DEPARTMENT	4,089,768	(15)	3,020,287	4,398,485	(3,329,020)	1,069,465	4,089,752
191	MWC WATER DEPARTMENT	3,630,885	-	2,749,260	4,292,822	(3,411,198)	881,625	3,630,885
192	MWC SEWER DEPARTMENT	1,948,542	(232)	1,282,446	3,969,549	(3,303,684)	665,865	1,948,310
193	MWC UTILITIES AUTHORITY	950,416	-	952,584	3,149	(5,316)	(2,167)	950,416
194	DOWNTOWN REDEVELOPMENT	1,904,053	(5,045)	2,364,928	7,201	(473,121)	(465,920)	1,899,008
195	HOTEL/CONFERENCE CENTER	372,906	(500,658)	86,188	1,018,127	(1,232,066)	(213,939)	(127,752)
196	HOTEL 4% FF&E	827,451	(43,717)	672,955	1,244,963	(1,134,184)	110,779	783,734
197	JOHN CONRAD REGIONAL GOLF	448,044	(144,398)	164,931	664,026	(525,311)	138,715	303,646
201	URBAN RENEWAL AUTHORITY	82,104	-	81,862	45,265	(45,024)	242	82,104
202	RISK MANAGEMENT	1,095,092	(37)	1,337,005	551,706	(793,656)	(241,950)	1,095,055
204	WORKERS COMP	3,539,779	-	3,342,285	565,557	(368,063)	197,495	3,539,779
220	ANIMALS BEST FRIEND	91,751	-	89,075	13,782	(11,106)	2,675	91,751
225	HOTEL MOTEL FUND	-	-	-	291,221	(291,221)	-	-
230	CUSTOMER DEPOSITS	1,532,850	(1,532,850)	-	5,107	(5,107)	-	-
235	MUNICIPAL COURT	104,050	(104,050)	-	283	(283)	-	-
240	L & H BENEFITS	1,138,273	(58,292)	1,519,039	5,324,840	(5,763,897)	(439,057)	1,079,981
250	CAPITAL IMP REV BOND	33,625,411	(72,928,139)	(40,619,738)	9,210,248	(7,893,238)	1,317,010	(39,302,728)
269	2002 G.O. STREET BOND	316,218	-	315,172	1,047	-	1,047	316,218
270	2018 ELECTION G.O. BOND	23,015,834	(91,898)	27,003,375	482,283	(4,561,722)	(4,079,439)	22,923,936
271	2018 G.O. BONDS PROPRIETARY	10,465,773	-	10,686,758	35,118	(256,103)	(220,985)	10,465,773
310	DISASTER RELIEF	7,823,820	(185,573)	1,072,308	10,930,622	(4,364,682)	6,565,940	7,638,247
340	REVENUE BOND SINKING FUND	-	-	-	3,771,909	(3,771,909)	-	-
350	G. O. DEBT SERVICES	4,184,619	-	1,877,552	2,894,114	(587,047)	2,307,067	4,184,619
352	SOONER ROSE TIF	1,040,178	-	1,654,228	80,415	(694,465)	(614,050)	1,040,178
353	ECONOMIC DEV AUTHORITY	52,897,808	(49,264,117)	2,884,708	959,458	(210,474)	748,984	3,633,692
425-9010	MWC HOSP AUTH-COMP PRINCIPAL	113,381,067	(6,205,384)	93,145,527	16,017,187	(1,987,029)	14,030,158	107,175,685
425-9020	MWC HOSP AUTH-LOAN RESERVE	559,708	(559,708)	-	-	-	-	-
425-9050	MWC HOSP AUTH-DISCRETIONARY	16,727,342	(3,883)	11,287,755	5,734,814	(299,110)	5,435,704	16,723,458
425-9060	MWC HOSP IN LIEU OF/ROR/MISC	9,308,533	-	8,746,405	1,153,759	(591,628)	562,131	9,308,535
425-9080	MWC HOSP AUTH GRANTS	429,155	-	28,398	496,757	(96,000)	400,757	429,155
	TOTAL	353,213,303	(132,539,276)	186,891,905	140,458,387	(106,676,261)	33,782,126	220,674,030



Human Resources
100 N. Midwest Boulevard
Midwest City, OK 73110
office 405.739.1235

Memorandum

TO: Honorable Mayor and Council

FROM: Troy Bradley, Human Resources Director

DATE: February 23, 2021

RE: Discussion and consideration of approving a 3.0 percent across the board increase to the base salary of City Employees not covered by a collective bargaining agreement, to be effective January 1, 2021.

Staff is recommending an across the board increase of 3.0 percent to the base salary of City Employees not covered by a collective bargaining agreement, to be effective January 1, 2021. This is uniform with the negotiated increase for Employees covered by collective bargaining agreements.

Staff recommends approval.

Respectfully,

A handwritten signature in black ink that reads "Troy Bradley". The signature is written in a cursive, flowing style.

Troy Bradley, Human Resources Director



Human Resources
100 N. Midwest Boulevard
Midwest City, OK 73110
office 405.739.1235

Memorandum

TO: Honorable Mayor and Council

FROM: Troy Bradley, Human Resources Director

DATE: February 23, 2021

RE: Discussion and consideration of approving the reopened and negotiated Article 24, Wages, of the Collective Bargaining Agreement with the International Association of Firefighters (IAFF) Local #2066, reflecting a 3.0 percent across the board increase to the base salary of City Employees covered by said collective bargaining agreement, to be effective January 1, 2021.

The collective bargaining agreement negotiated between the City of Midwest City and IAFF Local #2066 for fiscal year 2020-21 included a provision in Article 24, Wages, to reopen the Article in January 2021, in order to negotiate a potential across the board increase to the agreed-upon pay scale. A tentative agreement (TA) was reached between the Lead Negotiator for the City, Troy Bradley, HR Director, and the IAFF President, Doug Beabout, on Tuesday, January 19, 2021. The TA reflects a 3.0 percent across the board increase to the base salary of City Employees covered by said collective bargaining agreement, to be effective January 1, 2021. The City was notified on January 25 that the IAFF Local #2066 Members had ratified the proposal.

Staff recommends approval as negotiated.

Respectfully,

Troy Bradley, Human Resources Director

ARTICLE 24

WAGES

SECTION 1. The pay plan contained in Addendum "A" attached to this Agreement shall be implemented effective ~~July 1, 2020~~ January 1, 2021, and shall run the course of this contract. This pay scale adds 3.0% COLA increase to the amounts established within the previous 2020/2021 pay scale as reflected in Addendum "A(1)" of this collective bargaining agreement.

~~Both the City and the Local mutually agree to reopen this article for negotiation in January of 2021. The purpose of renegotiating this article in January of 2021 shall be to evaluate the City's economic ability to provide a cost of living allowance, or COLA, to the pay plan contained in Addendum "A".~~

Ty Belley 1/19/21
For the City Date
Date

Paul D. Burt 1/19/21
For the Union

ADDENDUM A: 2020-2021 FIRE PAY SCALE
EFFECTIVE 01/01/2021 (3% Increase for Second Half of FY 2020/21)

FIREFIGHTER		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
	ANNUAL	46,995.24	50,234.51	53,430.13	56,650.25	57,748.58	
	BI-WEEKLY	1,807.51	1,932.10	2,055.00	2,178.86	2,221.10	
	HOURLY	16.1385	17.2509	18.3483	19.4541	19.8312	
SR. FIREFIGHTER		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
	ANNUAL	60,968.70	64,176.73	67,383.70	70,591.74	74,256.80	77,921.87
	BI-WEEKLY	2,344.95	2,468.34	2,591.68	2,715.07	2,856.03	2,996.99
	HOURLY	20.9371	22.0387	23.1400	24.2417	25.5003	26.7589
SERGEANT		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	76,060.74	78,144.51	80,228.28	83,850.72		
	BI-WEEKLY	2,925.41	3,005.56	3,085.70	3,225.03		
	HOURLY	26.1198	26.8353	27.5509	28.7949		
LIEUTENANT		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	85,569.80	87,325.80	89,116.61	90,946.48		
	BI-WEEKLY	3,291.15	3,358.68	3,427.56	3,497.94		
	HOURLY	29.3852	29.9883	30.6032	31.2316		
CAPTAIN		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	91,869.76	93,757.15	95,683.95	97,651.60		
	BI-WEEKLY	3,533.45	3,606.04	3,680.15	3,755.83		
	HOURLY	31.5487	32.1968	32.8585	33.5342		
MAJOR		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	99,660.45	101,711.19	103,805.60	105,943.35		
	BI-WEEKLY	3,833.09	3,911.97	3,992.52	4,074.74		
	HOURLY	34.2241	34.9283	35.6475	36.3816		
SHIFT COMMANDER (ASST. CHIEF)		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	108,126.21	110,354.85	112,630.74	114,906.62		
	BI-WEEKLY	4,158.70	4,244.42	4,331.95	4,419.49		
	HOURLY	37.1313	37.8966	38.6781	39.4597		
TRAINING CHIEF		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	108,126.21	110,354.85	112,630.74	114,906.62		
	BI-WEEKLY	4,158.70	4,244.42	4,331.95	4,419.49		
	HOURLY	51.9838	53.0552	54.1494	55.2436		

FIRE MARSHAL

	STEP 1	STEP 2	STEP 3	STEP 4
ANNUAL	106,433.03	108,661.68	110,937.57	113,213.46
BI-WEEKLY	4,093.58	4,179.30	4,266.83	4,354.36
HOURLY	51.1697	52.2412	53.3354	54.4295

FIRE PREVENTION

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
ANNUAL	82,040.38	84,156.56	86,080.47	88,004.14	91,866.94
BI-WEEKLY	3,155.40	3,236.79	3,310.79	3,384.77	3,533.34
HOURLY	39.4425	40.4599	41.3848	42.3097	44.1668



Human Resources
100 N. Midwest Boulevard
Midwest City, OK 73110
office 405.739.1235

Memorandum

TO: Honorable Mayor and Council

FROM: Troy Bradley, Human Resources Director

DATE: February 23, 2021

RE: Discussion and consideration of approving the reopened and negotiated Article 20, Wages, of the Collective Bargaining Agreement with the Fraternal Order of Police (FOP) Lodge #127, reflecting a 3.0 percent across the board increase to the base salary of City Employees covered by said collective bargaining agreement, to be effective January 1, 2021.

The collective bargaining agreement negotiated between the City of Midwest City and FOP Lodge #127 for fiscal year 2020-21 included a provision in Article 20, Wages, to reopen the Article by January 15, 2021, in order to negotiate a potential across the board increase to the agreed-upon pay scale. A tentative agreement (TA) was reached between the Lead Negotiator for the City, Troy Bradley, HR Director, and the FOP President, Archie Huston, on Friday, January 15, 2021. The TA reflects a 3.0 percent across the board increase to the base salary of City Employees covered by said collective bargaining agreement, to be effective January 1, 2021. The City was notified on January 26 that the FOP Lodge #127 Members had ratified the proposal.

Staff recommends approval as negotiated.

Respectfully,

Troy Bradley, Human Resources Director


ARTICLE 20

WAGES

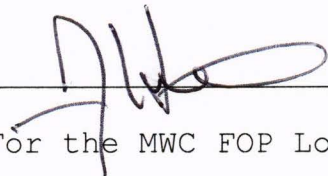
SECTION 1. All police officers that are promoted into the Sergeant rank will be placed in the Sergeant step showing the smallest increase in pay.

SECTION 2. Employees covered under the bargaining agreement shall receive a ~~0.00%~~ 3.0% across the board increase to the pay scale for fiscal year 2020/2021 which will be effective ~~July 01, 2020~~ January 1, 2021 as reflected in Addendum A.

~~The City of Midwest City and the FOP Lodge #127 mutually agree to reopen this article by January 15, 2021, for the purpose of evaluating the City's economic ability to provide an across the board increase to the pay scale reflected in Addendum A.~~

 1/15/21

For the City of Midwest City

 1/15/21

For the MWC FOP Lodge #127



Emergency Management
100 N. Midwest Blvd.
Midwest City, OK 73110
405.739.1386

To: Honorable Mayor and Council
From: Debra Wagner, Emergency Manager
Date: February 23, 2021
Subject: Discussion and consideration of adopting the City's Emergency Operations Plan for FY 2021-22

The Midwest City Emergency Operations plan is the foundation of a comprehensive Emergency Management program. The EOP provides a framework in which the departments of the city and our community partners plan for and perform their respective emergency functions during a disaster or national emergency. This plan recognizes the need for ongoing emergency management planning by the whole community of Midwest City.

The plan incorporates the four phases of emergency management, which are Mitigation, Preparedness, Response, and Recovery. The plan is now organized to reflect Emergency Support Functions as well as FEMA Community Lifelines.

In accordance with Homeland Security Presidential Directive 5, all agencies, departments, and organizations having responsibilities identified in the EOP will use the National Response Framework (NRF), including the Incident Command System (ICS). This allows for proper coordination and communication between local, state and federal organizations.

Staff recommends approval.

A handwritten signature in black ink that reads "Debra Wagner".

Debra Wagner
Emergency Manager

CITY OF MIDWEST CITY, OKLAHOMA EMERGENCY OPERATIONS PLAN 2021-22



Prepared By:

Midwest City Emergency Management
February 15, 2021



Effective Date: _____

To all recipients:

Transmitted herewith is the new integrated Emergency Operations Plan for the City of Midwest City, Oklahoma. This plan supersedes any previous emergency management/civil defense plans promulgated by the city for this purpose. It provides a framework in which the departments of the City of Midwest City can plan and perform their respective emergency functions during a statewide emergency or disaster. This plan recognizes the need for ongoing All Hazards, Whole Community Planning by the city.

This plan combines the phases of Emergency Management, which are:

- (1) Mitigation: activities to eliminate or reduce the probability of disaster; and
- (2) Preparedness: activities the city, other organizations within the city, and individuals develop to save lives and minimize damage; and
- (3) Response: activities that prevent loss of lives and property and provide emergency assistance; and
- (4) Recovery: short and long-term activities that return the State to normal or improved standards; and
- (5) Prevention: While “prevention” may be a common term, it has specific meaning in the context of the National Prevention Framework and the National Preparedness Goal. The National Prevention Framework covers the capabilities necessary to avoid, prevent, or stop a threatened or actual act of terrorism.

In accordance with Homeland Security Presidential Directive (HSOD) 5, all agencies, departments, and organizations having responsibilities delineated in this EOP will use the National Incident Management System (NIMS) and the Incident Command System (ICS). This will allow proper coordination between local, state, and federal organizations.

This plan is in accordance with existing Federal and State statutes. It is approved by Midwest City leadership and Midwest City Emergency Management and will be revised and updated as required. Please inform the Emergency Management Director of any changes which might result in its improvement or increase its usefulness.

APPROVED BY:

Matthew D. Dukes II, Mayor, Midwest City, OK

Tim L. Lyon, City Manager, Midwest City, OK

Debra Wagner, Emergency Management Director, Midwest City, OK

RECORD OF DISTRIBUTION

Electronic copies of this Emergency Operations Plan will be distributed as follows:

TO:	NO. OF COPIES
Office of the City Council	1
Office of the Mayor	1
Office of the City Manager	1
Office of the Assistant City Manager	2
Midwest City Emergency Management Director	1
Director, OK Dept. of Emergency Management	1
Office of the Oklahoma County Sheriff	1
Chair, Oklahoma County L.E.P.C.	1
Office of the DHS County Director	1
Director, ACOG, ATTN: Rural Fire Coordinator	1
Commander, OHP Troop A, Oklahoma City, OK	1
County Environmentalist, DEQ	1
Chapter of the ARC	1
County, Department of Health	1
Administrator, Midwest Regional Hospital	1

City of Midwest City Emergency Operations Plan

Emergency Operations Center	1
Mid-Del Public School Admin.	1
Rose State College Admin	1
Secondary Emergency Operations Center	1
Tinker Air Force Base, Fire Department	1
Office of the Fire Chief	1
Office of the Fire Department Shift Commander	1
Office of the Fire Department Training Officer	1
Office of the Fire Marshall	1
Office of the Police Chief	1
Office of the Assistant Police Chief	1
Office of the Public Works Director	1
Office of the EMS Director, Midwest Regional Medical Center	1
Office of Oklahoma County Emergency Management	1

TOTAL COPIES: 30

RECORD OF CHANGES

Modifications to this Emergency Operations Plan will be made by adding complete pages and destroying obsolete pages or by making minor changes by pen or pencil as identified by a letter from the Emergency Management Director or the Director of Operations. Each change will be recorded by the person making the change by noting on the Record of Changes form: the date of change, change number, a description of the change, and his/her signature. Additionally, the document directing the change will be filed in front of this page.

Date	Change #	Description	Signature

CHANGE SUBMISSION FORM

TO: Midwest City Department of Emergency Management,
100 N. Midwest Blvd., Midwest City, OK 73110

Any user of the Midwest City Emergency Operations Plan is encouraged to recommend corrections, additions and/or deletions. Kindly submit any recommended changes or suggestions to the Emergency Management Director at the above address. The format for guide modifications should be by Basic Plan or Annex, Section, and page number.

CHANGE:

SHOULD READ:

Submitted by:

(Name)

(Date)

(Email)

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BASIC PLAN

1. INTRODUCTION

This plan is one component of a comprehensive emergency management plan for the City of Midwest City, OK. Its purpose is to provide, in cooperation with other government and community organizations, a collaborative approach to mitigate against, prepare for, respond to, and recover from the effects of natural, technological hazards, and national security incidents affecting the city.

Additional purposes include:

- Assign roles and responsibilities to identified city departments and community partners
- Accept guidance from the Oklahoma Department of Emergency Management and the Department of Homeland Security/Emergency Preparedness and Response/Federal Emergency Management Agency (DHS/EPR/FEMA), Region VI, Denton, Texas.

This plan defines roles and responsibilities of organizations and city departments in order to effectively mitigate, prepare for, respond to, and recover from the effects of natural disasters, technological accidents, nuclear incidents, and other major hazards. This plan is a guide, and as such, may never be followed in its entirety, however, the layout of this plan is such to allow quick access to valuable information, illustrates the command structure, and allows for emergency preparedness.

It is not possible for any government agency to always do everything that is required to completely protect the lives and property of citizens. People must take personal responsibility to prepare themselves and their families for coping with emergency situations, and manage their affairs and property in ways that will aid the government in effectively dealing with emergencies. This agency will assist its citizens in these responsibilities by providing information and assistance prior to, during, and after incidents, to the greatest extent possible and depending on available resources.

2. PLAN ORGANIZATION

The Emergency Operations Plan is organized as follows:

Basic Plan-a public document that provides an overview of the city's approach to emergency operations. It details and assigns tasks and does not include specific, proprietary details. The basic plan is intended as an orientation document for the public and senior public officials, and is the foundation for supporting operational plans and annexes.

Emergency Support Function (ESF) Annexes – outline the scope of responsibilities associated with specific emergency operations functions and describes anticipated mission execution activities for each emergency phase. This portion of the EOP is For Official Use Only and is not a public document.

City of Midwest City Emergency Operations Plan

Hazard-Specific Annexes – describe unique considerations for response and recovery from likely local hazards or identified threats and may be included as necessary. These documents are For Official Use Only and are not public documents.

Attachments – provide supplemental information to clarify and enhance the effectiveness of the EOC.

3. PLAN DEVELOPMENT AND MAINTENANCE

The Emergency Management Director is responsible for maintaining this plan, to include the Base Plan and Annexes.

The development of the Basic Plan and Annexes occurs through a cooperative effort between the Midwest City Department of Emergency Management and each primary department or agency lead for each of the Emergency Support Functions.

Those responsible for implementing this plan must know and understand its contents. The EM Director is responsible for briefing staff members and city officials concerning their role in emergency management, and the contents of this plan in particular.

Department directors/Agency leads are responsible for development and maintenance of their respective segments of this plan, and their appropriate supporting SOPs. They will maintain a response strategy and the necessary implementation and performance procedures to achieve full compliance, consistent with the principles and premise of the EOP.

The Whole Community Planning Group will conduct an annual review of this plan. The EM Director will coordinate this review, and any plan revision and distribution found necessary.

This plan remains in effect until a newer version is adopted.

The plan will be tested at least once a year in the form of a simulated emergency exercise in order to provide a practical, controlled experience to those emergency managers tasked within the plan.

4. HOW TO USE THIS PLAN

The City of Midwest City Emergency Management Department, in collaboration with the City's Whole Community Planning Group, has developed this plan to address the methods and procedures utilized for mitigating against, preparing for, responding to, and recovering from large-scale events, emergencies or disasters.

This document is intended to be a planning document and not a real-time emergency guide. To use this plan, identify which Emergency Support Function most closely matches your discipline and reference the information within that area, including the All-ESF portion.

This plan is designed around the functional areas required or otherwise experienced during a significant event, emergency, or disaster. These functions have been vetted and agreed upon by the entities responsible for functional application.

City of Midwest City Emergency Operations Plan

Each entity participating in this EOP will develop their own specific Standard Operating Guides and procedures.

Because emergency preparedness begins with personal responsibility at the most basic levels, family and personal preparedness information has been included and additional information can be found at www.Ready.gov and the websites of other preparedness agencies.

5. SITUATION, ASSUMPTIONS, AND GUIDANCE

A. SITUATION

1. Midwest City is located directly east of Oklahoma City on Interstate 40. The 2018 census lists the population as 57,325, which reflects a 5.4% growth since 2010. The city encompasses 24.40 sq. miles.
2. The city is exposed to many hazards, all of which have the potential to disrupt the community, cause damage, and create casualties. Potential hazards in and around the city include, but are not limited to weather hazards, floods, civil disorder, earthquakes, HAZMAT incidents, large scale power failures, radiological incidents, wildland fires, structure fires, aircraft incidents, human and livestock epidemics, and the threat of terrorism.
3. All levels of government have the responsibility to provide for the health, welfare and safety of the citizens of Oklahoma and their property.
4. When a disaster occurs, each level of government must commit all available resources, to include resources belonging to mutual aid partners, prior to requesting additional assistance from the next higher level of government.
5. Some disasters provide ample time for response coordination while others occur suddenly with little time for warning or preparation. This plan attempts to establish procedures to prepare all levels of government to manage a disaster effectively.
6. Numerous Federal departments, State agencies and volunteer service organizations have government emergency management responsibilities

B. ASSUMPTIONS

7. Midwest City will continue to be exposed to the hazards listed, as well as others, which may be identified in the future.
8. Midwest City will continue to recognize their responsibilities with regard to public safety, and exercise their authority to implement this emergency operations plan in a timely manner when confronted with real or threatened disasters.
9. If properly implemented, this plan may help reduce or prevent disaster related losses.

C. EMERGENCY MANAGEMENT GUIDANCE

1. This plan was developed to meet the requirements for local emergency planning established under the State of Oklahoma Emergency Management Act, and also meets the requirement of other State and Federal guidelines for local emergency management plans and programs. The guidelines and concepts of

City of Midwest City Emergency Operations Plan

the Federal Emergency Management Agency's Comprehensive Preparedness Guide (CPG) 101 are applied throughout the document.

2. The contents of this plan are intended to provide a basis for the coordinated management of emergencies and disasters using an "All-Hazards" approach. The roles and responsibilities of the various agencies are organized according to the Emergency Support Function (ESF) format provided in CPG-101, and the National Response Framework. The agencies and organizations included in this plan are responsible for developing and maintaining current SOPs and SOGs specific to their organization (s), discipline(s), and jurisdictional capabilities, to include checklists and other guidance tools necessary for executing assigned duties and functions.
3. Should local jurisdictional resources prove to be inadequate during a large scale event or emergency, the City may request assistance from other jurisdictions. These requests may follow existing or emergency negotiated mutual aid or automatic aid agreements, including 63 O.S. § 695.2, the Oklahoma Intrastate Mutual Aid Compact. Such Assistance may be in the form of equipment, supplies, personnel, or other available resources and capabilities. All agreements and understandings will be entered into by duly authorized officials and will be formalized in writing whenever possible.
4. The Midwest City Emergency Management Director is responsible for plan updates and revisions, and for developing a training and exercise program to familiarize officials and other participants with the provisions of this plan.
5. The Emergency Management Director is responsible for organizing and conducting an After-Action review following the conclusion of a significant event, incident, or exercise. The review will include both written and verbal input from all appropriate ESFs and participants. Where deficiencies are identified, an individual, department, or agency will be assigned responsibility for correcting the deficiency under a Quality Improvement Plan, which includes improvement recommendations and completion deadlines.
6. Required reports will be submitted to the appropriate authorities in accordance with the instructions in this plan. The Emergency Management Director will maintain records of emergency management activities.
7. All government provided disaster assistance will be administered in accordance with policies and procedures set forth by the Oklahoma Department of Emergency Management and those Federal agencies providing such assistance.

6. SUMMARY OF HAZARDS, VULNERABILITIES, AND RISK

1. Severe weather is the most likely natural hazard to affect Midwest City. Severe thunderstorm components such as tornadoes, floods, high winds, hail, and lightning have the potential to cause significant numbers of casualties, substantial property damage, and the loss of critical services. Winter storms pose less of an immediate threat to public safety, but can produce significant property damage, loss of services, and the need to provide public shelter. (See Appendix 5: Hazard Analysis)
2. Public education and personal planning, forecasting, awareness monitoring, and early warning play critical roles in mitigating weather-related hazards.
3. Hazards caused by humans may occur with little or no advance notice. Hazardous materials releases from fixed facilities or during transportation related accidents are among the most probable human-caused hazards. Rapid situational assessment and effective decision-making regarding response as well as public information/instruction (i.e., evacuation vs. shelter in place) are critically shared responsibilities of

City of Midwest City Emergency Operations Plan

response agencies, emergency management, and any business or other entity involved. See ESF 10/Hazardous Material for more information.

4. These hazards present some degree of danger to our community. Risk is the highly variable relationship between hazards and vulnerabilities. Risk must be reduced through education, prevention, and mitigation, or it will require effective preparedness, response, and recovery. This plan provides the general framework for the identification of resources, capabilities, actions, and authorities for the coordination of all-hazards recovery and response for Midwest City. Partners and stakeholders include all levels of the public and private sectors.

7. CONCEPT OF OPERATIONS

D. GENERAL

It is the responsibility of local government to undertake comprehensive management of emergencies in order to protect life and property from the effects of hazardous events. This plan is based upon the concept that the emergency functions performed by various groups responding to an emergency will generally parallel their normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. It is with this understanding that in the event of an emergency, all non-essential governmental functions can be suspended indefinitely in order to facilitate the personnel and resources required to resolve the emergency.

The Emergency Management Director, acting on behalf of the City Manager and Mayor, will be the principal coordinator for all interagency and volunteer service organizations' activities for all phases of emergency management. The Director will also coordinate as necessary with the Oklahoma Department of Emergency Management for all assistance requirements.

Priorities for all emergency incidents are 1. Life Safety, 2. Incident Stabilization, and 3. Property Protection. Additional priorities include 1. Health, 2. Property Protection, 3. Environmental Protection, 4. Restoration of Essential Utilities, 5. Restoration of Essential Functions, and 6. Coordination Among Stakeholders

During a large disaster it is preferable to maintain organizational continuity and to assign familiar tasks to personnel. However, in an effort to accomplish emergency related tasks, it may be necessary to draw on peoples' basic capabilities and expertise and use them in areas of greatest need. Day-to-day functions that do not contribute directly to the emergency operation may be suspended allowing for labor and resources to be redirected.

The following principles establish fundamental doctrine for the response mission area to support locally executed, state managed, and federally supported disaster operations: (1) engaged partnership; (2) tiered response; (3) scalable, flexible, and adaptable operational capabilities; (4) unity of effort through unified command; and (5) readiness to act.

E. FEMA COMMUNITY LIFELINES

In 2019, the Federal Emergency Management Agency developed the community lifelines construct to increase effectiveness in disaster operations. The construct allows emergency managers to characterize

City of Midwest City Emergency Operations Plan

the incident and identify the root causes of priority issue areas, and distinguish the highest priorities and most complex issues from other incident information.

A lifeline enables the continuous operation of critical government and business functions and is essential to human health and safety or economic security.

Lifelines are the most fundamental services in the community that, when stabilized, enable all other aspects of society to function.

- FEMA has developed a construct for objectives-based response that prioritizes the rapid stabilization of Community Lifelines after a disaster. The seven lifelines paint a comprehensive picture of the state of the community at any time during an emergency.
- The integrated network of assets, services, and capabilities that provide lifeline services are used day-to-day to support the recurring needs of the community and enable all other aspects of society to function.
- When disrupted, decisive intervention (e.g., rapid re-establishment or employment of contingency response solutions) is required to stabilize the incident.

Lifeline Stabilizations Targets

Safety and Security Lifeline: Threats to life safety are no longer a concern for all response personnel and impacted communities. Government essential functions, including executive leadership, are operational. Sufficient search and rescue assets are on-scene to assist all survivors. Sufficient fire resources are available to support fire suppression efforts.

Food, Water, Shelter Lifeline: All survivors, their pets, and service animals have access to food, water, and sanitation. Sheltering (including reception, capacity, and wrap-around services) is supporting the displaced population. Sufficient resources are in place to sustain agricultural requirements.

Health and Medical Lifeline: All survivors, their pets, and service animals have access to required medical and veterinary care. Emergency medical systems are capable of managing patient movement requirement. Public health services are accessible to all survivors. Sufficient temporary fatality management support is in place to meet processing demand. Medical supply chain capable of adequately resupplying medical care providers.

Energy Lifeline: Generators are providing temporary emergency power at critical facilities necessary to stabilize other lifelines. Fuel distribution is available for responders. Sufficient fuel distribution is available for survivors, including supporting individuals dependent on power for life-sustaining medical care.

Communications Lifeline: Survivors have access to commercial communications infrastructure to contact or be contacted by emergency services. Land mobile radio communications network is operational. Public safety answering points are available to the public. Survivors have access to financial services.

City of Midwest City Emergency Operations Plan

Transportation Lifeline: Multimodal routes (air, rail, road, port) are clear of debris and accessible by normal or alternate means.

Hazardous Material Lifeline: All contaminated areas are identified and secure.

(See Appendix 6: FEMA Lifelines for additional information)

8. PHASES OF MANAGEMENT

A. MITIGATION

Mitigation activities are those designed to either prevent the occurrence of an emergency or long-term activities directed toward minimizing the potentially adverse effects of an emergency or disaster. Mitigation actions include planning and zoning, as well as public outreach and education. In the aftermath of a disaster, the city must be prepared to leverage mitigation opportunities due to a heightened sense of hazards, and possible available funds from the incident.

B. PREPAREDNESS.

Preparedness activities are those programs and systems that exist prior to an emergency and support and enhance response to an emergency or disaster. This phase includes planning, training and exercising. Preparedness activities can identify deficiencies in the planning process, as well as familiarize entities that typically do not deal with emergencies on a day-to-day basis with the proper action or response required

C. RESPONSE.

Response activities and programs address the immediate and short-term effects of an emergency or disaster. They help to reduce casualties and damage as well as speed recovery. Response activities include direction and control, warning, evacuation and other similar operations.

D. RECOVERY.

Recovery activities involve restoring systems to the phase that involves restoring systems to normal or a new normal. Short-term recovery operations/actions are taken to assess damage and return vital life-support systems to minimum operating standards. Long-term recovery actions may take many years based on the type of disaster.

9. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. GENERAL

Most of the departments within the city have prescribed emergency functions in addition to their normal duties. Therefore, each department is responsible for developing and maintaining its own emergency Standard Operating Procedures to fulfill these responsibilities. Specific responsibilities are outlined under "Assignments" and amplified in specific annexes in this plan.

City of Midwest City Emergency Operations Plan

In accordance with the HSPD-5, all agencies, departments and organizations having responsibilities delineated in this EOP will use the National Incident Management System (NIMS). This system will allow proper coordination among State, Local and Federal organizations.

The Incident Command System (ICS), as a part of NIMS, is a standard, on-scene, all-hazard incident management concept and shall be used during all incidents in Midwest City.

The Midwest City Emergency Operations Plan provides overview guidance for the coordination of various organizations and entities, and the activities associated with handling significant emergencies, disasters, and large-scale events or incidents within the City.

10. EMERGENCY SUPPORT FUNCTION (ESF) OVERVIEW:

This plan is organized according to Emergency Support Functions, as identified within the National Response Framework, with minor modifications to better reflect local needs. The following table provides the ESFs utilized in Midwest City:

Emergency Support Functions (ESFs)	
ESF #1	Transportation
ESF #2	Communications
ESF #3	Public Works & Engineering
ESF #4	Firefighting & Technical Rescue
ESF #5	Emergency Management
ESF #6	Mass Care & Sheltering
ESF #7	Logistics & Resource Support
ESF #8	Public Health & Medical
ESF #9	Search & Rescue
ESF #10	Hazardous Materials
ESF #11	Agriculture & Natural Resources
ESF #12	Energy & Utilities
ESF #13	Public Safety & Security
ESF #14	Recovery and Mitigation
ESF #15	Public Information
ESF #16	Donations & Volunteer Management
ESF #17	Business and Infrastructure

Many of the concepts and details for the organizational units, lead agencies, and support agencies are similar in nature, although duties and responsibilities vary greatly. This portion of the EOP pertains to **ALL** ESFs.

11. ASSIGNMENTS AND RESPONSIBILITIES

Identified in Emergency Support Function annexes of this plan are the tasks for each agency, department or volunteer service organization that supports the City of Midwest City Emergency Management program.

The Emergency Management Director will help assure the development and maintenance of the EOP on the part of each ESF. Generally, each designated department or agency should:

- Provide input and recommendations for modifications to the EOP relative to their respective ESF
- Maintain current notification rosters
- Designate a representative and necessary back-up personnel to staff the EOC when requested
- Establish procedures for reporting urgent or emergency information to their respective EOC Point of Contact.
- Develop mutual aid/automatic aid agreements with like agencies in adjacent localities; and
- Provide, obtain, and/or sponsor ongoing training to maintain emergency response capabilities

This EOP provides guidance for managing the use of services and requests for response, relief, and other recovery resources. When activated, all requests for support or other needs will be submitted to the EOC for consideration, validation, and/or action in accordance with the appropriate ESF.

All ESFs are organized consistently with the requirements of the National Response Framework (NRF) and the National Incident Management System (NIMS). This system supports incident assessment, planning, procurement, deployment, and coordination of support operations and resources for Midwest City government. Sections, Units, Tams, staffing levels, etc. are modular and scalable to meet the needs of the situation.

Procedures, protocols, and plans for event/disaster response activities provide guidelines for operations at the Midwest City EOC and in the field.

- The Emergency Operations Plan and corresponding Annexes, and Standard Operating Guidelines (SOGs) or Standard Operating Procedures (SOPs) describing respective ESF capabilities are based on National Planning Scenarios, Universal Task Lists and Target Capabilities, and are the basis of these guidelines;
- Periodic training and exercises to enhance effectiveness
- ESF-related planning is continuous, beginning well before the impact of approaching known events and continuing upon initiation of those not foreseen.

A large response requiring regional, state, and/or interstate mutual aid assistance will likely require appropriate ESF implementation. Activated ESFs will coordinate with Support Agency counterparts to seek and procure, plan, coordinate, and direct the use of required assets or capabilities.

When an event requires a specific type of resource or response mode, specific technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency. These Technical Specialist(s) will advise and/or direct operations within the context of the Incident Command System.

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To facilitate and coordinate emergency tasks in the city, each identified department or organization shall provide a minimum of three (3) liaison officers to the Midwest City Emergency Operations Center (EOC) location. Each department or organization will ensure the agency liaison is trained, has routine decision-making authority and is accessible 24-hours.

12. ORGANIZATION

Emergency response in Midwest City will be structured as follows:

A. POLICY GROUP

Policy group-Serves to coordinate policy to ensure integrated and coordinated emergency management program. They provide input to the Emergency Management Director for the development, coordination, maintenance, evaluation, and improvement of the emergency management program. With the assistance of the Emergency Management Director, they also oversee and participate in emergency decision-making and issue appropriate emergency proclamations, resolutions, and executive orders. Their EOC role is to provide input and to help identify the overall objectives to be accomplished, providing the basis for Incident Action Plans. These individuals are responsible for strategy and planning to remedy the incident, and ensure that all functions essential to efficient operations are performed.

- Mayor
- Vice-Mayor
- City Council
- City Manager
- City Clerk
- Finance Director
- City Attorney
- Hospital Administrator
- School Superintendent

The authority to implement this Emergency Operations Plan and to activate the EOC is delegated to the Emergency Management Director. The Emergency Management Director will activate the EOC when a major incident has occurred or is likely to occur within or near City limits. Should the Policy Group or members thereof be needed at the EOC, they will be contacted by the Emergency Management Director or designee and requested to respond to the current EOC location. The Emergency Management Director will activate the EOC according to the following levels:

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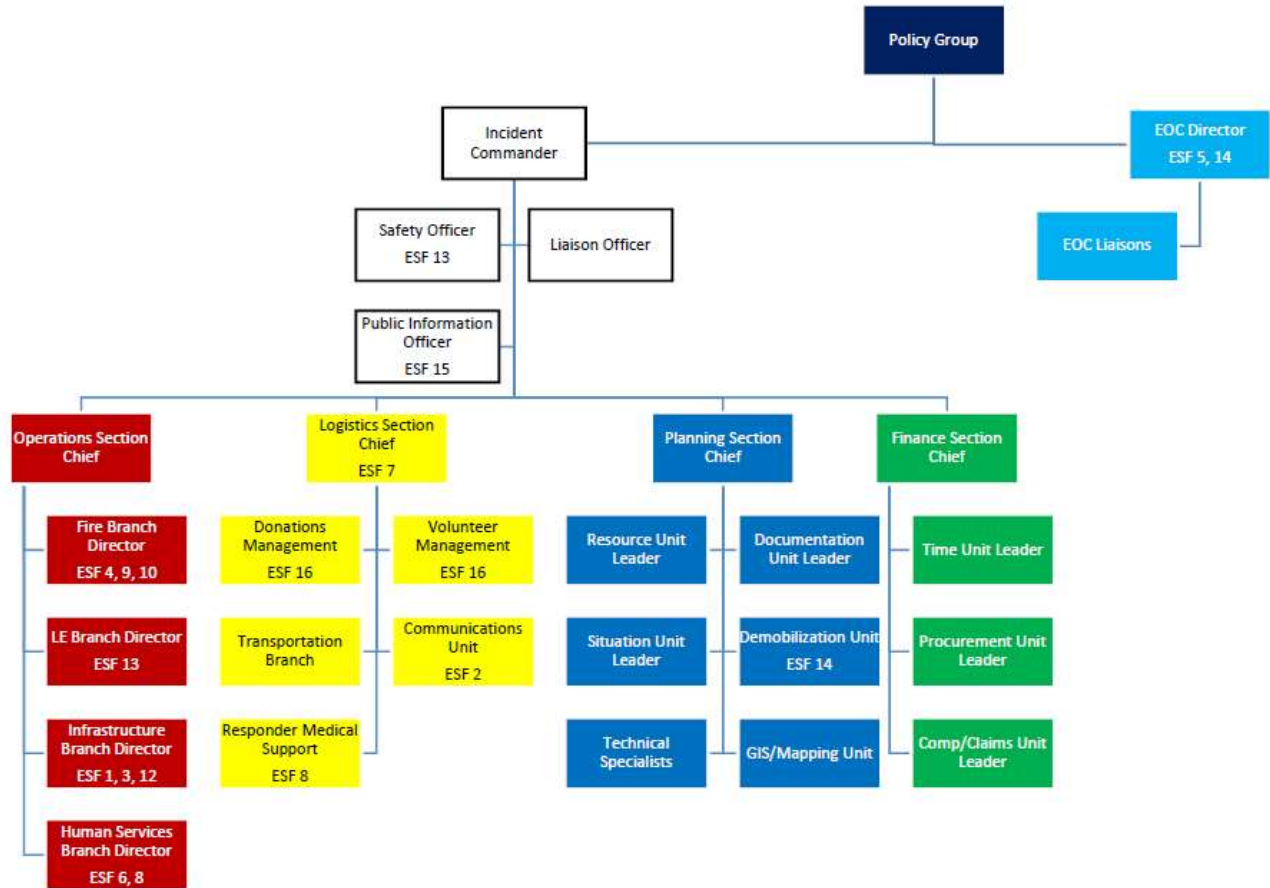
EMERGENCY OPERATIONS CENTER ACTIVATION LEVELS			
Operational Level	Trigger	Staffing	Functions
LEVEL VI Normal Operations	No Immediate Threat	As scheduled	Monitor a broad spectrum of threats and situations
ACTIVATED			
LEVEL III Monitoring	Potential Threat	Performed by Emergency Management staff	Monitor a specific potential threat; Develop a Common Operating Picture; Provide Updates to response and recovery partners; may begin days in advance of an event
LEVEL II Enhanced Operations	Immediate Threat	Increased staffing in EOC; usually limited to one 12-hour operational period or less	Monitor an immediate, specific threat; Notify and coordinate preparedness actions with response and recovery partners; Develop a Common Operating Picture, May update more frequently
LEVEL I Emergency or Disaster Operations	Hazard Impact	Increased staffing at EOC; Multiple 12-hour operational periods possible	Coordination and Support of response and recovery operations; Develop a Common Operating Picture; Provide Impact Assessment and situation reports (SITREP)

B. INCIDENT COMMAND STAFF

Incident Command Staff- Positions in the Incident Command structure will be staffed as needed.

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Note: In the event one or more of the above listed officials is incapacitated or otherwise unable to function, their assistant/deputy will replace them.

C. EOC STAFF

EOC support and special staff members may include volunteers who have skills and training in areas needed to provide a total response to an emergency. They may assist in many different areas, perform functions within the EOC to enhance efficiency, or perform critical tasks outside of the scope of government departments. In larger incidents, the Emergency Management Director typically manages EOC Operations.

13. ASSIGNMENTS AND RESPONSIBILITIES

Duties and responsibilities are grouped according to Emergency Support Functions (ESF), as identified within the National Response Framework, and modified to meet local needs. Identified in separate

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annexes of this plan are the tasks for each agency, department or volunteer service organization that supports the City of Midwest City emergency management program. Information in the Basic Plan applies to all ESFs.

To facilitate and coordinate emergency tasks in the city, each identified department or organization shall identify a minimum of three (3) liaison officers to the Midwest City Emergency Operations Center (EOC). Each department or organization will ensure the agency liaison is trained, has routine decision-making authority and is accessible 24-hours.

14. DIRECTION AND CONTROL

1. The final responsibility for all emergency management belongs to the elected officials of the city who are members of the Policy Group. This group is the decision making group for all policy level decisions and is the executive head of the emergency service coordinators, and EOC staff. During response operations, the members of the policy group will advise and direct the activities of the entire response organization through the EOC.
2. The Emergency Management Director is responsible for coordinating the emergency management program. He/she makes routine decisions and advises the Policy Group on alternatives when major decisions are required. During emergency operations, he/she is responsible for the proper functioning of the EOC and EOC staff. The director also acts as a liaison with other local, county, state, and federal emergency management agencies.
3. Specific persons in departments/agencies are responsible for fulfilling their responsibilities as stated in this Basic Plan and the annexes thereto. Department Supervisors will retain control of their employees and equipment during response operations unless specifically dictated in this document. Standard operating procedures are required of each department having responsibilities in this plan. These SOPs must include:
 - a. Recall procedures for personnel during non-duty hours.
 - b. Current contact information for each employee.
 - c. Prioritization of tasks to guide recovery work.
 - d. Procedures to be followed which deviate from normal.
 - e. Specific emergency authorities that may be assumed by the designated successor during emergency situations.

15. CONTINUITY OF GOVERNMENT

A. SUCCESSION OF LEADERSHIP

The line of succession for continuity of government for Midwest City is as follows:

- Mayor
- Vice Mayor
- Individual elected by available council members
- Individual elected by available council members
- Individual elected by available council members

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- Individual elected by available council members
- Individual elected by available council members
- City Manager

The line of succession for the Emergency Management Director, and/or her assistant will be the Fire Chief and then Police Chief.

The line of succession for each agency/department head is according to the department rules, and/or standing operating procedures established by each department. Each department will establish at least three levels of succession.

All city departments, agencies, commissions, boards and volunteer organizations shall establish internal rules of succession to insure continuity of government (COG) and continuity of operations (COOP) during times of disaster.

All city departments, agencies, commissions, boards and volunteer organizations shall identify necessary resources and alternate locations to continue emergency operations should their primary facilities become untenable due to the effects of a disaster.

16. RECORD PRESERVATION

In order to provide normal government operations following a disaster, vital records must be protected. The principal causes of damage to records are fire and water; therefore, essential records will be protected accordingly at City Hall or in local safety deposit boxes.

Local records in the following categories are essential records that shall be preserved pursuant to Title 67, Oklahoma Statutes:

CATEGORY A: Records containing information necessary to government operations in an emergency created by any disaster.

CATEGORY B: Records not in Category A but containing information necessary to protect the rights and interests of persons or to establish and affirm the powers and duties of governments in the resumption of operations after a disaster.

It is the responsibility of each agency to insure recognition and preservation of essential records as defined under Category A and B

17. ADMINISTRATION AND LOGISTICS

A. EMERGENCY AUTHORITY

A summary of existing Oklahoma legislation pertaining to emergency management is listed in the Authorities and References Section.

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Provisions for local emergency powers are found in the Oklahoma Code and local ordinances, which include but are not limited to:

- Declaration of States of Emergency.
- Contracts and Obligations.
- Control of Restricted Areas.
- Liability.

B. AGREEMENTS AND UNDERSTANDINGS

Should city resources prove to be inadequate during an emergency; requests will be made for assistance from other local jurisdictions, higher levels of government, and other agencies in accordance with existing or emergency negotiated mutual-aid agreements and understandings, as well as the State Mutual Aid Compact passed into law in May of 2006, HB- 2585. Such assistance may take the form of equipment, supplies, personnel, or other available capability. All agreements and understanding will be entered into by duly authorized officials and will be formalized in writing whenever possible.

Letters of agreement or understanding between the City of Midwest City and local support groups will be prepared as required and will cite as their authority the State of Oklahoma Management Act of 2003.

C. RECORDS AND REPORTS

The Records Management Act stated in Title 67, Oklahoma Statutes shall apply.

It will be the responsibility of the Emergency Management Director to request records and reports from supporting agencies, as required, to provide for continuity of operations as well as for the administration of this plan.

During emergency operations, each department will maintain a log or record identifying the personnel, the hours worked (including overtime), equipment used and all other costs and expenses (including direct costs), and tasks performed in the administration of disaster related responsibilities. This information may be used to determine total state costs for possible use by the Governor to request a State or Federal disaster declaration.

D. RELIEF ASSISTANCE

All individual disaster assistance provided by the government will be administered in accordance with policies set forth by the Oklahoma Department of Emergency Management and those Federal agencies providing such assistance.

E. CONSUMER PROTECTION

Consumer complaints pertaining to alleged unfair or illegal business practices will be referred to the Oklahoma Attorney General's Consumer Protection Division.

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F. NONDISCRIMINATION

There will be no discrimination on grounds of race, color, religion, nationality, sex, age, or economic status in the execution of emergency management functions. This policy applies to all levels of government, contractors, and labor unions.

G. ADMINISTRATION AND INSURANCE CLAIMS

Commercial insurance companies and adjustment agencies normally handle insurance claims on a routine basis. Complaints should be referred to the Oklahoma Insurance Commissioner. Adjusters of private insurance companies are usually dispatched to a disaster area to assist with claim problems. Midwest City will take all actions necessary to provide adequate access to facilitate insurance claims of survivors.

H. LABOR (PAID AND VOLUNTEER)

Labor, both paid and volunteer, will be managed by the Human Resources Officer and Volunteer Coordinator in cooperation with the OKVOAD Donations and Volunteer Management Committee

I. DUPLICATION OF BENEFITS

No person will receive assistance with respect to any loss for which he has received financial assistance under any other program, or for which he/she has received insurance or other compensation. This also applies to business concerns or other entities.

J. USE OF LOCAL FIRMS

When major disaster assistance activities may be carried out by contract or agreement with private organizations, firms or individuals, preference will be given to the extent feasible and practicable, to those organizations, firms, and individuals residing or doing business primarily in the areas affected.

K. PRESERVATION OF HISTORIC PROPERTIES.

The Oklahoma Historical Preservation Officer (OHPO) will be notified when the Governor declares that a state of emergency exists as the result of a disaster. The Director of the Oklahoma Department of Emergency Management will arrange for the OHPO to identify any existing historic properties within the designated disaster area.

Note: Nothing in the process of coordination and support should be interpreted as relieving agency heads of their responsibility for emergency planning and response for their agency under state law.

18. AUTHORITIES AND REFERENCES

A. LEGAL AUTHORITY

FEDERAL

- a. Public Law 93-288 Robert T. Stafford Disaster Relief and Emergency Assistance as amended
- b. Superfund Amendments and Reauthorization Act of 1986 (SARA Title III)

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- c. Emergency Planning and Right-to-Know Act of 1986 (EPCRA)
- d. Homeland Security Presidential Directive 5
- e. Title 44- Code of Federal Regulations – Emergency Management and Assistance
- f. Health Insurance Portability and Accountability Act (HIPAA)
- g. Americans with Disabilities Act 1990
- h. Rehabilitation Act of 1973
- i. Civil Rights Act of 1964
- j. Pets Evacuation and Transportation Standards Act 2006
- k. National Response Framework
- l. Federal Clean Air Act
- m. Federal Resource Conservation and Recovery Act
- n. Federal Comprehensive Environmental Response Compensation and Liability Act of 1980 (CERCLA)
- o. CFR 1910.120 Hazardous Waste and Emergency Operations (HAZWOPR)

STATE OF OKLAHOMA

- a. Oklahoma Emergency Management Act of 2003 (O.S. § 63-683.1)
- b. Oklahoma Hazardous Materials Planning and Notification Act
- c. Oklahoma Emergency Response Act
- d. Oklahoma Public Competitive Bidding Act of 1974

CITY OF MIDWEST CITY

- a. Resolution Establishing Midwest City Department of Emergency Management, Code 1972, Chapter 11-1

B. REFERENCES

1. 44 CFR Part 302 Civil Defense State and Local Emergency Management Assistance Program (EMA).
2. O.S. § 63- 683 Emergency Management Act
3. Community Lifelines Toolkit 2.0
4. Comprehensive Preparedness Guide (CPG) 101 V. 2.0: Developing and Maintaining Emergency Operations Plans
5. The National Response Framework, Fourth Edition 2019
6. The National Disaster Recovery Framework, Second Edition 2016
7. National Incident Management System 2017
8. Public Law 93-288 Robert T. Stafford Disaster Relief and Emergency Assistance as amended.

19. APPENDICES

Appendix 1- Incorporation of National Response Framework

Appendix 2- Task Matrix

Appendix 3- Definitions

Appendix 4- Acronyms

Appendix 5- Hazard Analysis

Appendix 6- FEMA Lifeline Components

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APPENDIX 1: INCORPORATION OF THE NATIONAL RESPONSE FRAMEWORK

The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended) provides the authority for the Federal government to respond to disasters and emergencies in order to provide assistance to save lives and protect public health, safety, and property. The Federal Response Plan for Public Law 93-288, as amended is designed to address the consequences of any disaster or emergency situation in which there is a need for Federal response assistance. Copies of this plan are maintained at the State Emergency Operations Center.

The local agencies listed in the matrix below are responsible for cooperation with the State and Federal counterparts in coordinating and implementing the plan.

ESF #1 Transportation	Federal Agency:	Dept. of Transportation
	State Agency:	OK Dept. of Transportation
	<u>Local Agency:</u>	<u>Mid-Del Public Schools</u>
ESF #2 Communications	Federal Agency:	Dept. of Homeland Security
	State Agency:	OK Dept. of Emergency Management and Homeland Security
	<u>Local Agency:</u>	<u>MWC Information Technology/Emergency Communications</u>
ESF #3 Public Works and Engineering	Federal Agency:	Dept. of Defense/ U.S. Army Corps of Engineers
	State Agency:	OK Dept. of Transportation
	<u>Local Agency:</u>	<u>MWC Public Works Dept.</u>
ESF #4 Firefighting & Technical Rescue	Federal Agency:	Dept. of Agriculture/ U.S. Forest Service
	State Agency:	OK Dept. of Agriculture, Food and Forestry
	<u>Local Agency:</u>	<u>MWC Fire Dept.</u>

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ESF #5 Emergency Management

Federal Agency: Dept. of Homeland Security/FEMA
State Agency: OK Dept. of Emergency Management and Homeland Security
Local Agency: MWC Emergency Management

ESF #6 Mass Care, Emergency Assistance, Housing, Human Services

Federal Agency: Dept. of Homeland Security/FEMA
State Agency: OK Dept. of Emergency Management and Homeland Security
Local Agency: American Red Cross-Central and SW Oklahoma Chapter

ESF #7 – Logistics Management and Resource Support

Federal Agency: General Services Administration
State Agency: OK Dept. of Emergency Management and Homeland Security
Local Agency: MWC Fire Dept.

ESF #8 – Public Health and Medical Services

Federal Agency: Dept. of Health and Human Services
State Agency: OK Dept. of Health
Local Agency: EMS Director Alliance Midwest/Oklahoma City-County Health Department

ESF #9 – Search and Rescue

Federal Agency: Dept. of Homeland Security/FEMA
State Agency: OK Dept. of Public Safety
Local Agency: MWC Fire Dept.

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ESF #10 – Oil and Hazardous Materials Response

Federal Agency: Environmental Protection Agency
State Agency: OK Dept. of Environmental Quality
Local Agency: MWC Fire Dept.

ESF #11 – Agriculture and Natural Resources

Federal Agency: Dept. of Agriculture
State Agency: OK. Dept. of Agriculture, Food, and Forestry
Local Agency: MWC Emergency Management

ESF #12 – Energy

Federal Agency: Dept. of Energy
State Agency: OK Corporation Commission
Local Agency: MWC Public Works Dept./Local Utility Providers

ESF #13 – Public Safety and Security

Federal Agency: Department of Justice/Bureau of Alcohol, Tobacco, Firearms & Explosives
State Agency: OK Dept. of Public Safety
Local Agency: MWC Police Dept.

ESF #14 Recovery and Mitigation

Federal Agency: FEMA
State Agency: OK Dept. of Emergency Management and Homeland Security
Local Agency: Midwest City Emergency Management/OKVOAD

ESF #15 – External Affairs

Federal Agency: Department of Homeland Security

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State
Agency: OK Dept. of Emergency Management and Homeland Security

Local
Agency: MWC Public Information

**ESF #16 Donations and
Volunteer Management**

Federal
Agency: National VOAD

State
Agency: OK VOAD

Local
Agency: MWC Emergency Management

?

**ESF #17 Cross Sector Business
and Infrastructure**

Federal
Agency: Department of Homeland Security /
Cybersecurity and Infrastructure Security Agency (CISA)

State
Agency: OK Dept. of Homeland Security/
OK Dept. of Emergency Management

Local
Agency: MWC Economic Development

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Task	Midwest City Departments													Community Partners										State of Oklahoma Partners											Federal Partners																	
	Mayor	Animal Welfare	City Manager	Community Development	Economic Development	Emergency Communications	Emergency Management	Fire	Finance/City Clerk	Information Technology	Legal	Parks & Recreation	Police	Public Information	Public Works	Risk Management	Midwest City EMS Provider	Oklahoma City-County Health	Chamber of Commerce	Oklahoma County	Oklahoma County Sherriff	American Red Cross	Mid-DeI Sch Schools	Public Utilities	VOAD/NGO	Private Sector Partners	Governor	OKEM/HS	Oklahoma Medical Examiner	Oklahoma State Dept. of Health	ODMHSAS	OKMRC	Human Services/DHS	Military/National Guard	63rd CST	ODOT	Oklahoma Dept. of Public Safety	ODAFF	DEQ	FEMA	FBI	Homeland Security	Small Business Administration	Housing and Urban Development								
Create Long-term Community Recovery Plan			✓			▲			✓							✓					✓				✓																											
Collect and process damage assessment information						▲			✓																	✓																	✓									
Social and economic community impact assessment	✓		✓	✓	▲	✓																	✓	✓		✓																										
Long-term community recovery assistance			✓			✓																		▲																												
Analysis and review of mitigation program implementation			✓	✓		▲																					✓																									
Pre-identify and secure DRC locations for MWC						▲																																														
ESF #15 – External Affairs																																																				
Emergency public information and protective action guidance			✓			✓	✓	✓					✓	▲								✓			✓	✓		✓																								
Media and community relations						✓	✓	✓					✓	▲			✓	✓					✓			✓																										
ESF #16 Donations and Volunteer Management																																																				
Identify/procure necessary sites for donated goods						▲																			✓																											
Identify/procure necessary sites for volunteer reception center						▲																			✓																											
Activate volunteer portal, phone number						✓			✓				✓											▲		✓																										
Track donated goods and services								✓																▲		✓																										
Track and document volunteer hours and tasks								✓																▲		✓																										
ESF #17 Cross-Sector Business and Infrastructure																																																				
Implement Storm Ready Business initiative	✓		✓	✓		▲							✓					✓							✓																											
Analyze requirements for stabilizing lifelines			✓			▲	✓					✓		✓				✓					✓		✓		✓																									

APPENDIX 3: DEFINITIONS

AGENCY LIAISON OFFICER (ALO): Persons appointed by Director of designated state agencies who, during emergency periods, coordinate an agency's actions for providing effective relief and assistance in accordance with this plan and The Robert T. Stafford Act, Public Law 93-288.

CATASTROPHIC DISASTER: An event that results in large numbers of deaths and injuries; causes extensive damage or destruction of facilities that provide and sustain human needs; produces an overwhelming demand on State and local response resources and mechanisms; causes a severe long-term effect on general economic activity; and severely affects State, local, and private-sector capabilities to begin and sustain response activities.

COMMUNITY EMERGENCY RESPONSE TEAM (CERT): A program that helps train people to be better prepared to respond to emergencies in their communities. CERT members give critical support to first responders in emergencies, provide immediate assistance to victims, organize spontaneous volunteers at a disaster site, and collect disaster intelligence to support first responder efforts.

CONTINUITY OF GOVERNMENT: Ensuring the continued functioning of our city government in the event of an emergency or disaster.

CONTINUITY OF OPERATIONS: Continuity of Operations Plan (COOP) is planning to ensure that minimum essential government functions continue during any situation. It is a contingency plan for when any event disrupts an agency's day-to-day operations. It may include something as simple as a power outage or as serious as the destruction of an agency's current facilities.

DEMOBILIZATION: The orderly, safe, and efficient return of an incident resource to its original location and status.

DISASTER: A dangerous event that causes significant human and economic loss and demands a crisis response beyond the scope of any single agency or service, such as the fire or police department. Disasters are distinguished from emergencies by the greater level of response required. A disaster requires resources beyond those available locally. Disasters may be natural or man-made, and are classified as major or catastrophic based on damage and injuries.

EMERGENCY: A dangerous event that may be devastating, but may not result in a request for State or Federal assistance.

"EMERGENCY" AS PROCLAIMED BY THE GOVERNOR: Whenever, in the opinion of the Governor, the safety of Oklahoma and its citizens requires the exercise of extreme measures due to an impending or actual disaster, he may declare an emergency to exist in the state, or any part of the state, in order to aid individuals and local government.

EMERGENCY OPERATIONS CENTER (EOC): A pre-designated, centralized facility established and utilized for direction, control and coordination in an emergency or disaster.

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EMERGENCY PERIOD: The period immediately before, and/or immediately after the impact of a catastrophe when severe threats exist to human life, animals, other private and public property and/or the environment.

EMERGENCY PREPAREDNESS: The discipline which ensures an organization, or community's readiness to respond to an emergency in a coordinated, timely, and effective manner.

EMERGENCY SUPPORT FUNCTION (ESF): The grouping of governmental and certain private sector capabilities into an organizational structure to provide capabilities and services most likely needed to manage domestic incidents.

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA): Federal Emergency Management Agency FEMA plays a multi-faceted central role in the national disaster program in terms of preparedness, response, recovery and mitigation by federal, state and local governments, business and industry, individuals and families, and NGOs. FEMA is a part of the Directorate of Emergency Preparedness and Response (EPR, q.v.) which, in turn, is a major component of the Department of Homeland Security (DHS, q.v.). Prior to 2003, FEMA was a stand-alone agency.

FEDERAL COORDINATING OFFICER (FCO): The person appointed by the President of the United States to operate under the Director, Region VI Federal Emergency Management Agency to coordinate federal assistance in a declared major disaster area under the provisions of The Robert T. Stafford Act, Public Law 93-288.

FINANCE/ADMIN SECTION: The ICS Section responsible for an incident's administrative and financial considerations.

GOVERNOR'S AUTHORIZED REPRESENTATIVE (GAR): The person appointed by the Governor of Oklahoma in the Federal/State Disaster Assistance Agreement as his authorized representative to act in cooperation with the Federal Coordinating Officer.

HAZARD MITIGATION: The process of alleviating hazards or reducing the risk of hazards by the use of proactive measures. (FEMA's Disaster Mitigation Act) Any sustained action taken to reduce or eliminate the long-term risk to human life and property from hazards.

HAZARD VULNERABILITY ANALYSIS: The process of estimating, for defined areas, the probabilities of the occurrence of potentially-damaging phenomenon of given magnitudes within a specified period of time. A systematic approach used to analyze the effectiveness of the overall (current or proposed) security and safety systems at a particular facility. Hazard assessment involves analysis of formal and informal historical records, and skilled interpretation of existing topographical graphical, geological geomorphological, hydrological, and land-use maps. The analysis first determines the objectives of the facility's physical protection system. Next, it identifies the physical protection elements in place (or proposed) to prevent or mitigate security concerns. Finally, it analyzes the system design against the objectives in a systematic, quantitative manner in order to determine if the physical protection system is effective and

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acceptable for that facility. Similar Terms Vulnerability Analysis, Risk Assessment, Threat Assessment.

IAEM: International Association of Emergency Managers. A non-profit educational organization dedicated to promoting the goals of saving lives and protecting property during emergencies and disasters.

IC: Incident Commander. Under the Incident Command System, the person assigned to have overall charge of the field response to an incident.

ICS: The Incident Command System. A standardized approach to the command, control, and coordination of on-scene incident management, providing a common hierarchy within which personnel from multiple organizations can be effective. ICS is the combination of procedures, personnel, facilities, equipment, and communications operating within a common organizational structure, designed to aid in the management of on-scene resources during incidents. It is used for all kinds of incidents and is applicable to small, as well as large and complex, incidents, including planned events.

INDIVIDUAL ASSISTANCE: Financial or other aid provided to private citizens to help alleviate hardship and suffering, and intended to facilitate resumption of their normal way of life prior to disaster.

JOINT FIELD OFFICE (JFO): The office established in or near the designated area to support Federal and State response and recovery operations. The JFO houses the FCO and the Emergency Response Team (ERT), and where possible, the State Coordinating Officer (SCO) and support staff.

JOINT INFORMATION CENTER (JIC): The primary field location for the coordination of Federal, State and local media relations, located in or near the JFO.

LIAISON OFFICER: Under the Incident Command System, (ICS), a member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies or organizations.

LOGISTICS SECTION: The ICS Section responsible for providing facilities, services, and material support for the incident.

MAJOR DISASTER: Any hurricane, tornado, storm, flood, high water, wind-driven water, earthquake, volcanic eruption, landslide, snow storm, explosion, or other catastrophe in any part of the United States that, in the determination of the United States, causes damage of sufficient severity and magnitude as to warrant major disaster assistance under Public Law 93288 above and beyond emergency services by the federal government, to supplement the efforts and available resources of the state, local governments and disaster relief organizations in alleviation of the damage, loss, hardship, or suffering caused thereby.

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MANAGEMENT BY OBJECTIVES: A management approach, fundamental to NIMS, that involves (1) establishing objectives, e.g., specific, measurable and realistic outcomes to be achieved;(2) identifying strategies, tactics, and tasks to achieve the objectives; (3) performing the tactics and tasks and measuring and documenting results in achieving the objectives; and (4) taking corrective action to modify strategies, tactics, and/or performance to achieve the objectives.

MUTLIAGENCY COORDINATION GROUP (POLICY GROUP): A group, typically consisting of agency administrators or executives from organizations, or their designees, that provides policy guidance to incident personnel, supports resource prioritization and allocation, and enables decision making among elected and appointed officials and senior executives in other organizations, as well as those directly responsible for incident management. May also be called the Policy Group.

NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS): A systematic, proactive approach to guide all levels of government, NGOs, and the private sector to work together to prevent, protect against, mitigate, respond to, and recover from the effects of incidents. NIMS provides stakeholders across the whole community with the shared vocabulary, systems, and processes to successfully deliver the capabilities described in the National Preparedness System. NIMS provides a consistent foundation for dealing with all incidents, ranging from daily occurrences to incidents requiring a coordinated Federal response.

NATIONAL WARNING SYSTEM (NAWAS): A protected full-time voice communications system that provides warning information throughout the nation.

OKLAHOMA DEPARTMENT OF EMERGENCY MANAGEMENT (OEM): The agency responsible for preparation and execution of emergency functions to prevent, minimize and repair injury and damage resulting from hostile actions or natural disasters as stated in the Oklahoma Emergency Management Act of 2003.

OKLAHOMA OFFICE OF HOMELAND SECURITY (OKOHS): The office responsible for the homeland security effort for the State of Oklahoma to prepare for, to prevent, to reduce the State's vulnerability to, to minimize the damage from, and to respond to a terrorist attack should one occur.

OPERATIONS SECTION: The ICS Section responsible for implementing tactical incident operations described in the IAP. In ICS, the Operations Section may include subordinate branches, divisions, and/or groups.

PLANNING SECTION: The ICS Section that collects, evaluates, and disseminates operational information related to the incident and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

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PRIVATE SECTOR: Organizations and individuals that are not part of any governmental structure. The private sector includes for-profit and not-for-profit organizations, formal and informal structures, commerce, and industry.

PUBLIC ASSISTANCE: Financial or other aid provided to political subdivisions or tribes to facilitate restoration of public facilities to pre-disaster functions and capabilities.

PIO: Public Information Officer. Under the Incident Command System (ICS), a member of the Command Staff responsible for interfacing with the public, media, and others as to information about an incident.

RECOVERY PERIOD: That period subsequent to an emergency when short-term and long-term economic recovery from disaster damage takes place, including the use of any available local, state, federal government and private resources.

RESPONSE: Activities to address the immediate and short-term effects of an emergency or disaster.

SAFETY OFFICER (SOFR): In the Incident Command System (ICS), a member of the Command Staff responsible for monitoring incident operations and advising the Incident Commander or Unified Command on all matters relating to operational safety, including the health and safety of incident personnel. The Safety Officer modifies or stops the work of personnel to prevent unsafe acts.

STATE COORDINATING AGENCY: The State department or agency assigned primary responsibility to facilitate and coordinate a specific ESF.

STATE COORDINATING OFFICER: The representative of the Governor who coordinates State response and recovery activities with those of the Federal Government.

SUPPORT AGENCY: A state or volunteer agency designated to assist a specific state coordinating agency with available resources, capabilities, or expertise in support of ESF response operations.

TERRORISM: Defined by the Federal Bureau of Investigation (FBI) as the unlawful use of force or violence against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives.

UNITY OF COMMAND: A NIMS guiding principle stating that each individual involved in incident management reports to and takes direction from only one person.

UNITY OF EFFORT: A NIMS guiding principle that provides coordination through cooperation and common interests and does not interfere with Federal department and agency supervisory, command, or statutory authorities.

VOAD: Voluntary Organizations Active in Disaster

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WARNING: Indication that severe weather is occurring and there is imminent danger to life and property.

WATCH: When meteorological conditions indicate a probability of severe weather phenomena.

WHOLE COMMUNITY: A focus on enabling the participation in incident management activities of a wide range of players from the private and nonprofit sectors, including NGOs and the general public, in conjunction with the participation of all levels of government, to foster better coordination and working relationships.

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APPENDIX 4: ACRONYMS

ABLE	ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION
ARC	AMERICAN RED CROSS
ARES	AMATEUR RADIO EMERGENCY SERVICES
ARM	AERIAL RADIOLOGICAL MONITOR
ARRL	AMERICAN RADIO RELAY LEAGUE
CAP	CIVIL AIR PATROL
CBRNE	CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR, & EXPLOSIVE
CERT	COMMUNITY EMERGENCY RESPONSE TEAM
CFR	CODE OF FEDERAL REGULATIONS
CLEET	COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING
COOP	CONTINUITY OF OPERATIONS PLAN
CPG	CIVIL PREPAREDNESS GUIDE
CST	CIVIL SUPPORT TEAM
DCT	DISASTER COORDINATION TEAM
DEQ	DEPARTMENT OF ENVIRONMENTAL QUALITY
DHS	DEPARTMENT OF HUMAN SERVICES
DMAT	DISASTER MEDICAL ASSISTANCE TEAM
DMORT	DISASTER MORTUARY TEAM
DMT	DISASTER/DONATIONS MANAGEMENT TEAM
DPS	DEPARTMENT OF PUBLIC SAFETY
DRC	DISASTER RECOVERY CENTER
DRRA	DISASTER RECOVERY REFORM ACT OF 2018
EAS	EMERGENCY ALERT SYSTEM
EMI	EMERGENCY MANAGEMENT INSTITUTE
EMP	ELECTROMAGNETIC PULSE
EMS	EMERGENCY MEDICAL SERVICES
EOC	EMERGENCY OPERATIONS CENTER
EPA	ENVIRONMENTAL PROTECTION AGENCY
EPCRA	EMERGENCY PLANNING AND COMMUNITY RIGHT TO KNOW ACT
EPI	EMERGENCY PUBLIC INFORMATION

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EPRS	EMERGENCY PREPAREDNESS & RESPONSE SERVICE
ERT	EMERGENCY RESPONSE TEAM
ESF	EMERGENCY SUPPORT FUNCTION
FAA	FEDERAL AVIATION ADMINISTRATION
FBI	FEDERAL BUREAU OF INVESTIGATION
FEMA	FEDERAL EMERGENCY MANAGEMENT AGENCY
GAR	GOVERNOR'S AUTHORIZED REPRESENTATIVE
GIS	GEOGRAPHICAL INFORMATION SYSTEM
GPS	GLOBAL POSITIONING SYSTEM
IAO	INDIVIDUAL ASSISTANCE OFFICER
IC	INCIDENT COMMANDER
ICS	INCIDENT COMMAND SYSTEM
IHP	INDIVIDUAL AND HOUSEHOLDS PROGRAM
JFO	JOINT FIELD OFFICE
JIC	JOINT INFORMATION CENTER
JIS	JOINT INFORMATION SYSTEM
MDARC	MID-DEL AMATEUR RADIO CLUB
MERC	MEDICAL EMERGENCY RESPONSE CENTER
MOA	MEMORANDUM OF AGREEMENT
MOU	MEMORANDUM OF UNDERSTANDING
NAWAS	NATIONAL WARNING SYSTEM
NDMS	NATIONAL DISASTER MEDICAL SYSTEM
NDRF	NATIONAL DISASTER RECOVERY FRAMEWORK
NIMS	NATIONAL INCIDENT MANAGEMENT SYSTEM
NOAA	NATIONAL OCEANIC & ATMOSPHERIC ADMINISTRATION
NRF	NATIONAL RESPONSE FRAMEWORK
NTAS	NATIONAL TERRORISM ADVISORY SYSTEM
NTSP	NATIONAL TELECOMMUNICATIONS SUPPORT PLAN
NWR	NOAA WEATHER RADIO
NWS	NATIONAL WEATHER SERVICE
ODAFF	OKLAHOMA DEPARTMENT OF AGRICULTURE, FOOD AND FORESTRY

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ODOT	OKLAHOMA DEPARTMENT OF TRANSPORTATION
OEM	OKLAHOMA DEPARTMENT OF EMERGENCY MANAGEMENT
OHP	OKLAHOMA HIGHWAY PATROL
OIFC	OKLAHOMA INFORMATION FUSION CENTER
OKMRC	OKLAHOMA MEDICAL RESERVE CORPS
OCC	OKLAHOMA CORPORATION COMMISSION
OKNG	OKLAHOMA NATIONAL GUARD
OKOHS	OKLAHOMA OFFICE OF HOMELAND SECURITY
OKVOAD	OKLAHOMA VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTERS
OKWIN	OKLAHOMA WIRELESS INFORMATION NETWORK
OLETS	OKLAHOMA LAW ENFORCEMENT TELECOMM SYSTEM
OMD	OKLAHOMA MILITARY DEPARTMENT
OSART	OKLAHOMA STATE ANIMAL RESPONSE TEAM
OSBI	OKLAHOMA STATE BUREAU OF INVESTIGATION
OWRB	OKLAHOMA WATER RESOURCES BOARD
PIO	PUBLIC INFORMATION OFFICER
POC	POINT OF CONTACT
REACT	RADIO EMERGENCY ASSOCIATION COMMUNICATIONS TEAM
RACES	RADIO AMATEUR CIVIL EMERGENCY SERVICE
SAR	SEARCH AND RESCUE
SARA	SUPERFUND AMENDMENTS AND REAUTHORIZATION ACT
SBA	SMALL BUSINESS ADMINISTRATION
SEOC	STATE EMERGENCY OPERATIONS CENTER
SITREP	SITUATION REPORT
SLA	STATE AND LOCAL ASSISTANCE
SME	SUBJECT MATTER EXPERT
SOP	STANDARD OPERATING PROCEDURE
STE	SECURE TELECOMMUNICATIONS EQUIPMENT
TSA	THE SALVATION ARMY
USACE	UNITED STATES ARMY CORPS OF ENGINEERS
USAF	UNITED STATES AIR FORCE

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USDA	UNITED STATES DEPARTMENT OF AGRICULTURE
USDHS	U.S. DEPARTMENT OF HOMELAND SECURITY
USPS	UNITED STATES POSTAL SERVICE
USC	UNITED STATES CODE
USAR	URBAN SEARCH AND RESCUE
USFS	UNITED STATES FOREST SERVICE
VOAD	OKLAHOMA VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTERS
WMD	WEAPONS OF MASS DESTRUCTION
ZULU	TIME ZONE CORRESPONDING TO GREENWICH, ENGLAND

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APPENDIX 5: HAZARD ANALYSIS

The City of Midwest City has responded to and recovered from multiple natural disasters, and has supported statewide responses and recovery as well. With each disaster, our community becomes better prepared for the next incident. The Midwest City Emergency Management Department continually assesses the community for new hazards.

Experience has shown that natural disasters associated with severe thunderstorms (Tornadoes, Floods, Hail, Strong Winds) have the greatest damage potential and occur most frequently. Other hazards that may threaten the city are as follows:

HAZARD	FREQUENCY	DURATION	AREAL EXTENT	SPEED OF ONSET	DISPERSION	TIMING	RISK
Natural							
Tornado	High	Short	Limited	Rapid	Citywide	Random	High
High Winds	High	Short	Variable	Rapid	Citywide	Random	Moderate
Lightning	High	Short	Variable	Rapid	Citywide	Random	High
Hail	High	Short	Variable	Rapid	Citywide	Random	Moderate
Winter Weather	High	Long	Widespread	Moderate	Citywide	Seasonal	Moderate
Flood	High	Long	Limited	Rapid	Concentrated	Random	High
Extreme Heat	High	Long	Widespread	Slow	Citywide	Seasonal	High
Drought	Medium	Long	Widespread	Slow	Citywide	Random	
Wildfire	High	Variable	Variable	Rapid	Variable	Seasonal	High
Earthquake	High	Short	Variable	Rapid	Variable	Random	High
Mosquito Borne Disease	High	Long	Widespread	Rapid	Variable	Seasonal	High
Manmade							
Cyber Incident	High	Variable	Limited	Rapid	Citywide	Random	High
Workplace Violence	Very Low	Short	Limited	Rapid	Citywide	Random	Moderate
Terrorism	Very Low	Short	Limited	Rapid	Concentrated	Random	Moderate
Human Pandemic	Very Low	Variable	Widespread	Variable	Variable	Random	Moderate
Civil Unrest	Very Low	Variable	Variable	Variable	Concentrated	Random	Low

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Accidental							
Urban Fires-Non-arson	High	Variable	Limited	Rapid	Variable	Random	High
Hazardous Materials Releases	High	Variable	Limited	Rapid	Variable	Random	Moderate
Train Derailment	High	Variable	Limited	Rapid	Concentrated	Random	Moderate
Dam Failure	Low	Variable	Variable	Variable	Variable	Random/Seasonal	Moderate
Radiological Release	Very Low	Short	Limited	Rapid	Concentrated	Random	Moderate
Aircraft Crash	Low	Short	Limited	Rapid	Concentrated	Random	High

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APPENDIX 6: COMMUNITY LIFELINES

The seven FEMA community lifelines, broken down into their respective components and subcomponents, are:



○ Safety and Security

- Law enforcement/Security
 - Police Stations
 - Law Enforcement
 - Site Security
 - Correctional Facilities
- Fire Service
 - Fire Stations
 - Firefighting Resources
- Search and Rescue
 - Local Search and Rescue
- Government Service
 - Emergency Operations Centers
- Essential Government Functions
 - Government Offices
 - Schools
 - Public Records
 - Historic/Cultural Resources
- Community Safety
 - Flood Control
 - Other Hazards
 - Protective Actions



○ Food, Water, Shelter

- Food
 - Commercial Food Distribution
 - Commercial Food Supply Chain
 - Food Distribution Programs (e.g. Food Banks)
- Water
 - Drinking Water Utilities (intake, treatment, storage, distribution)
 - Wastewater Systems
 - Commercial Water Supply Chain
- Shelter
 - Housing (e.g., homes, shelters)
 - Commercial Facilities (e.g., hotels)
- Agriculture
 - Animals and Agriculture

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○ Health and Medical

- Medical Care
 - Hospitals
 - Dialysis
 - Pharmacies
 - Long-Term Care Facilities
 - VA Health System
 - Veterinary Services
 - Home Care
- Public Health
 - Epidemiological Surveillance
 - Laboratory
 - Clinical Guidance
 - Assessment/Interventions/Treatments
 - Human Services
 - Behavioral Health
- Patient Movement
 - Emergency Medical Services
- Medical Supply Chain
 - Blood/Blood Products
 - Manufacturing
 - Pharmaceutical Devices
 - Medical Gases
 - Distribution
 - Critical Clinical Research
 - Sterilization
 - Raw Materials
- Fatality Management
 - Mortuary and Post-Mortuary Services



○ Energy (Power and Fuel)

- Power Grid
 - Generation Systems
 - Transmission Systems
 - Distribution Systems
- Fuel
 - Refineries/Fuel Processing
 - Fuel Storage
 - Pipelines
 - Fuel Distributions (e.g., gas stations, fuel points)
- Off-shore Oil Platforms



○ Communications

- Infrastructure
- Wireless
- Cable Systems and Wireline
- Broadcast (TV and Radio)
- Satellite
- Data Centers/Internet
- Responder Communications
 - LMR Networks
- Alerts, Warnings, and Messages

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- Local Alert/Warning Ability
- Access to IPAWS (WEA,EAS, NWR)
- Finance
 - Banking Services
 - Electronic Payment Processing
- 911 and Dispatch
 - Public Safety Answering Points
 - Dispatch
- Aviation
 - Commercial (e.g., cargo/passenger)
 - General
 - Military
- Maritime
 - Waterways
 - Port and Port Facilities



- **Transportation**
 - Highway/Roadway/Motor Vehicle
 - Roads
 - Bridges
 - Mass Transit
 - Bus
 - Rail
 - Ferry
 - Railway
 - Freight
 - Passenger
- **Hazardous Materials**
 - Facilities
 - Oil/HAZMAT Facilities (e.g. chemical, nuclear)
 - Oil/HAZMAT/Toxic Incidents from Facilities
 - HAMAT, Pollutants, Contaminants
 - Oil/HAZMAT/Toxic Incidents from
 - Non-fixed Facilities
 - Radiological or Nuclear Incidents

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ESF #1 TRANSPORTATION



FEMA LIFELINES: TRANSPORTATION; FOOD, WATER, SHELTER

LEAD AGENCY/DEPARTMENT: MWC Public Works

SUPPORTING CITY DEPARTMENTS: MWC Communications and Marketing
MWC Emergency Communications
MWC Emergency Management
MWC Police Department
MWC Public Information

SUPPORTING PARTNERS: Civil Air Patrol
Mid-Del Schools
Oklahoma National Guard
Oklahoma Water Resources Board

COUNTY COORDINATING AGENCY: Oklahoma County Emergency Management

STATE COORDINATING AGENCY: Oklahoma Department of Emergency Management and Homeland Security

FEDERAL COORDINATING AGENCY: Department of Homeland Security

1. PURPOSE

The purpose of this annex is to establish procedures for using local transportation resources and for response to and recovery from an emergency or disaster, to include the transportation of evacuees and equipment.

When activated and as needed, ESF 1/Transportation will:

- Assess transportation system damage and determine the required resources to restore such systems if needed
- Ensure major and alternate routes are open and can be used by all City departments
- Coordinate evacuation transportation as an initial priority during disaster operations
- Prioritize and allocate all available and activated local transportation resources
- Facilitate movement of the public in coordination with other transportation providers
- As required, facilitate movement of personnel to specific areas of need
- Facilitate damage assessments to establish priorities and determine needs
- Provide coordinated traffic control assistance as needed
- Communicate with surrounding jurisdictions and private organizations to ensure that potential transportation-related resources are available during disaster operations.

1.1 SITUATION AND ASSUMPTIONS

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1.1.1 SITUATION

- A significant incident may cause extensive travel challenges and potential damage within Midwest City and/or surrounding jurisdictions, requiring activation of local transportation needs in support of coordinated response activities;
 - Movement of resources into, and evacuees out of an impacted area will be predicated on, and require identification of, all surviving and available methods and routes of transportation;
 - Damaged roadways, vehicles, facilities, equipment, and damaged or disrupted communications could significantly hamper emergency transportation support and coordination;
 - In a large scale incident, emergency transport requirements will likely exceed local capabilities, and outside assistance may be required to support local emergency operations, restoration, or a large-scale evacuation;
 - Prioritization of transportation and evacuation participants will be required;
 - The general public will receive official emergency public information and warning related to evacuation;
 - Roads and highways in Midwest City and surrounding areas will become congested during large-scale evacuation, limiting the movement of traffic and access for emergency vehicles and other essential resources;
-

1.1.2 ASSUMPTIONS

- The majority of the public will act on its own and promptly self-evacuate areas when advised to do so, or before;
- Some people may refuse to evacuate, regardless of warnings;
- Most evacuees will seek shelter with relatives or friends rather than in a public shelter;
- The principal mode of transportation for evacuees will be private vehicles;
- Some people will lack transportation;
- Some residents who are ill or have Access and Functional Needs may require specialized transportation vehicles;
- When required, institutional residents will either be evacuated by the organization responsible for their care, e.g. nursing homes, assisted living centers, schools, daycare centers, etc., or the institution will make prior arrangements to have the resident evacuated;
- The Midwest City Police Department will provide the majority of traffic control on major evacuation routes within Midwest City, but may be assisted by other departments and agencies.

1.2 CONCEPT OF OPERATIONS

In conjunction with County and State resources, Midwest City Public Works is responsible for transportation infrastructure including coordinating resources needed to restore and maintain transportation routes necessary to protect lives and property during an emergency or disaster.

City departments with primary or secondary emergency functions connected with transportation will assign appropriate personnel to carry out these functions;

City departments will each organize themselves to conduct emergency operations effectively.

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2. ACTIONS

Actions are grouped into the phases of emergency management; prevention, preparedness, response, recovery, and mitigation. Each phase requires specific skills and knowledge to accomplish, and requires significant cooperation and collaboration between all supporting agencies. ESF-1 encompasses a full range of activities from training to providing field services. It also coordinates and may assume direct operational control of the following:

- Transportation for Midwest City residents and/or other populations;
- Transportation of equipment and/or supplies;
- Catastrophic incident /infrastructure support.

The Public Works Department has primary responsibility for providing/assigning emergency transportation to organizations requesting resources through the EOC.

Mid-Del Schools shall assist Public Works when requested through the EOC, to provide necessary support (e.g., school buses and drivers) required to transport or evacuate survivors of a disaster to centers for emergency shelter and feeding.

2.1 MITIGATION

- Provide a representative to act as the Evacuation Coordinator for ESF 1 in the EOC;
- Review and update emergency procedures;
- Identify potential hazards and their impacts as indicated in the Hazard-Risk Analysis and seek applicable resources;
- Provide personnel with appropriate training and expertise to participate in activities designed to reduce or minimize the impact of future disasters;
- Develop policies and procedures for requesting assistance from the Oklahoma Department of Transportation;
- Develop procedures for providing confirmed information on the status of major transportation routes throughout the region following a disaster;
- Be prepared to implement the requirements of the Response/Recovery sections.

2.2 PREPAREDNESS

- Prepare and maintain current list of personnel, equipment and their locations needed to carry out their respective responsibilities;
- Develop a method to identify routes that can be used by resources moving into affected areas;
- Develop contingency plans for the personnel of their departments to ensure their safety and continuity of the functions of the department;
- Plan for personnel of the departments to report their locations and availability for duty;
- Plan for the resumption of the department's functions with a minimum of disruption, including relocation of the department if required;
- Ensure administrative and accounting procedures are in place to document actions taken and all costs incurred during emergency operations;
- Participate in emergency exercises.

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2.3 RESPONSE

- Report to the EOC when activated. Attend briefings and coordinate activities with other departments;
- Provide emergency transportation service, as required, in, to, or from disaster-affected areas by utilizing the department vehicles for movement of survivors, survivors, essential food, medical supplies, and other supplies and equipment;
- Provide information on respective situations and any problems when assistance is needed to carry out their responsibility;
- Coordinate with Federal Department of Transportation and other agencies in support of Emergency Support Functions #1 and #3 of the National and Regional Response Plans;
- Respond to requests from other ESFs during emergency operations.

2.4 RECOVERY

- Continue to provide transportation assistance as required;
- Participate in compiling after-action reports and critiques;
- Revise emergency plans using lessons learned;
- Assist in acquisition of federal recovery and mitigation dollars.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

ESF 1- Coordinator, ESF 3-Public Works, and ESF 13-City Police Department will coordinate all traffic movement and around the affected areas in a disaster.

3.2 ORGANIZATION

ESF-1 is part of the Operations Section.

ESF 1 Coordinator will monitor status of major evacuation routes, and provide information to other ESFs as necessary.

3.3 ASSIGNMENT OF RESPONSIBILITIES

ESF COORDINATOR RESPONSIBILITIES

- In the event of evacuation, the ESF 1 Coordinator and the ESF 13 (Public Safety and Security-MWC Police Department) Coordinator will coordinate all traffic movement in and around the affected areas;
- The ESF-1 Coordinator has primary responsibility for providing/assigning emergency transportation to requesting organizations and coordinating transportation with the City School District, Military Department, and Civil Air Patrol. Note: The Civil Air Patrol does not provide vehicles or aircraft for evacuation.

SUPPORTING PARTNER RESPONSIBILITIES

Support Agencies will assist the Emergency Support Function by:

- Assisting with the above-outlined tasks as requested by the ESF Coordinator;

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- Providing services, staff, equipment, and supplies that complement the entire response effort;
- Tracking and reporting current resource capabilities on a regular basis;
- Providing and coordinating transportation assets when requested and as available;
- Helping coordinate the provision of supplies, parts, and/or repair for utilized resources;
- Helping coordinate fuel delivery to emergency response vehicles.

3.3.1 MIDWEST CITY POLICE DEPARTMENT:

- Help ensure available transportation routes are kept open and that traffic moves in a safe and orderly manner;
- Provide escort services for vehicles assigned special functions or transporting critical incident-related resources.

3.3.2 MID-DEL SCHOOLS

The School District shall assist the ESF-1 Coordinator, when requested, by coordinating necessary support such as buses and drivers required to transport or evacuate survivors of a disaster to centers for emergency shelter and feeding.

3.3.3 OKLAHOMA DEPARTMENT OF TRANSPORTATION

Shall assist the Evacuation Coordinator, when requested, by providing any necessary transportation equipment to perform the functions of evacuation, hauling of equipment and supplies in, to, or from the disaster area.

3.3.4 MIDWEST CITY POLICE DEPARTMENT AND LAW ENFORCEMENT PARTNERS

Midwest City Police Department will provide law enforcement and traffic control resources as required. Additional law enforcement agencies will assist as needed.

3.3.5 CIVIL AIR PATROL (CAP)

Will provide necessary transportation equipment and personnel to perform the functions of dignitary airlift or ground transport, hauling of time sensitive parts, equipment, and supplies in, to or from disaster areas. The CAP shall assist the Search and Rescue (SAR) Director in planning, organizing, directing, manning, equipping, managing, and controlling SAR operations through the Oklahoma SAR Plan when activated by the Governor, and provide support to the transportation effort as required.

3.3.6 OKLAHOMA WATER RESOURCES BOARD

Will provide support to the transportation effort as required, including watercraft equipped with GPS equipment.

3.3.7 OKLAHOMA DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY

Will provide support as requested and manage the State Emergency Operations Center.

3.4 DIRECTION AND CONTROL

- Direction and control for any disaster operation will be centralized. The designated operating official is to work in the MWC Emergency Operations Center, and act as coordinator for use of his/her department's assets and interface with assets of other departments;

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- City Department and Agency leaders shall be responsible for directing primary activities of their organizations in connection with emergency transportation;
- The ESF 1 Coordinator shall be responsible for directing primary activities in connection with emergency transportation;
- The Oklahoma National Guard shall be responsible for directing the secondary activities of emergency transportation by the Military Department;
- The SAR Director shall be responsible for accessing, utilizing, and directing the general aviation resources within the state when needed for emergency transportation through the SAR plan.

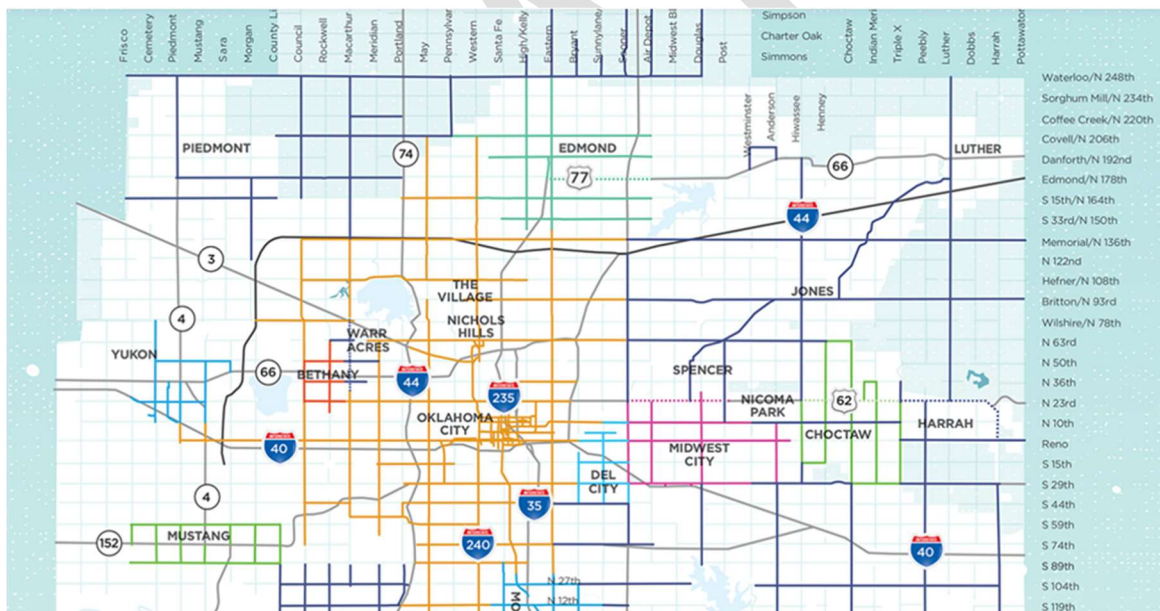
3.5 CONTINUITY OF GOVERNMENT

Each department with a primary or secondary transportation responsibility will assign at least three (3) lines of succession for every staff position.

3.6 ADMINISTRATION

The Public Works Director and School District Liaison will review and update this annex annually, with any needed assistance from the Emergency Management Director.

3.7 MIDWEST CITY SNOW ROUTES



ESF #2 COMMUNICATION



FEMA LIFELINES: COMMUNICATIONS

LEAD AGENCY/DEPARTMENT: MWC Information Technology

SUPPORTING DEPARTMENTS: MWC Communications and Marketing
MWC Emergency Communications
MWC Emergency Management
MWC Public Works
MWC Public Information

SUPPORTING PARTNERS: Mid-Del Amateur Radio Club

COUNTY COORDINATING AGENCY: Oklahoma County Emergency Management

STATE COORDINATING AGENCY: Oklahoma Department of Emergency Management and Homeland Security

FEDERAL COORDINATING AGENCY: Department of Homeland Security

1. PURPOSE

The purpose of this annex is to ensure radio, telecommunications, and data systems are ready to support City emergency responders during emergency operations. This may include the use of County and/or State communication systems in the event that City capabilities are disrupted.

When activated and as needed, ESF 2/Communication will:

- Identify and organize resources available to Midwest City to address and support communications-related needs in the event of a disaster or other emergency;
- Identify the responsibilities of organizations charged with providing communications and communication-related support in the event of a large-scale disaster or emergency;
- Assure communication support to the Midwest City and private-sector response before, during, and after an incident;
- Provide personnel and resources to support prevention, preparedness, protection, response, recovery, and mitigation in support of the primary emergency management objectives regarding communication in disaster situations.

Communications is defined as the technology-based systems such as public safety radio and data systems, amateur radio resources, technological and connectivity-related infrastructure, and other communications systems found in various city departments and private sector companies.

Specific ESF-2 objectives include:

- Ensuring that communications systems are prepared to provide the mission essential communications services required during normal operations;

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- Ensuring that communications systems are prepared to respond to large-scale events, incidents, and emergencies, etc., supporting response, recovery, and mitigation efforts;
- Establishing and maintaining communications between, and among the key facilities and entities that are integral to efficient operations;
- Support basic public safety dispatching and communications missions;
- Assist with warning or alerting the community of a threatened or actual emergency;
- Coordinate with ESF-15/Public Information to continuously communicate with the community through a variety of media to inform of protective actions.

1.1 SITUATIONS AND ASSUMPTIONS

1.1.1 SITUATION

- Communications play a critical role in emergency operations, notification, and warning;
- Public safety communications are in many cases dependent on public infrastructure, or a combination of governmentally owned and public infrastructure, to provide and maintain system connectivity;
- All hazards may from time to time disrupt normal communications within and among local, state, and federal agencies and jurisdictions;
- The availability of emergency and backup communications is essential to all phases of emergency management;
- To avoid duplication of effort and to ensure proper utilization of state resources, a centralized communications center is necessary for message handling and coordination functions.

1.1.2 ASSUMPTIONS

- All communications systems in the City are operational except within the disaster area where only limited or no communications exist;
- All communications links among the City, County, and State Emergency Operations Center are operational;
- Communications to and within the disaster area require re-establishment or augmentation to provide communications for the State and Federal disaster relief operations. Temporary communication systems and mobile command units are available to augment the lack of communications within the disaster area;
- There will be situations when there will be no time or mechanism for warning the City's population or portions thereof;
- Local television and radio stations may be off the air due to power loss or other limiting circumstances.

1.2 CONCEPT OF OPERATIONS

Multiple communications systems are at use in our City. These range from switched telephone networks, cable, fiber optic, and microwave networks used by the public and government, to a dedicated radio network developed for use by our emergency response departments.

The Midwest City 911 Center is accessible to Authorized personnel only, and is typically the first point of contact for the public during emergencies or significant events.

Emergency communications is defined as the ability of emergency responders to exchange information via voice, data, and video. Emergency response at all levels of government must have

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interoperable and seamless communications to effectively manage emergencies, establish command and control, maintain situational awareness, and function under a common operating picture for events or incidents. These systems must provide uninterrupted 24 x 7 365 communications capability.

An Emergency Operations Center uses a combination of networks to receive and disseminate critical information contributing to a common operating picture, including:

- Indications, observations, and warnings;
- Incident notifications;
- Public communications;
- Public safety radio use and monitoring

At incident sites, the Incident Commander has primary responsibility for incident communication relative to that incident or event. Under ICS, this task may be delegated to a Communication Unit Leader (COML).

Amateur radio operators may provide emergency backup radio communications between the EOC and critical facilities, various regional jurisdictions and or EOCs, and the State EOC should normal communications be disrupted.

It is important to use common terminology during emergency communications so all agencies and jurisdictions are better able to understand each other. In accordance with the NIMS, 10 and signal codes are not used at this time.

In the event of an evacuation, ESF 2 (Communication and ESF 15 (Public Information) will coordinate to distribute information to the public via radio, television, public address, social media, and door-to-door contact if necessary.

City departments with primary or secondary emergency functions connected with transportation will assign appropriate personnel to carry out these functions.

City departments will each organize themselves to conduct emergency operations effectively.

1.2.1 WARNING

- Midwest City has a network of 10-10 cell Whelen omni-directional outdoor warning devices used to warn residents of threatening tornadic conditions;
- Emergency Alert System (EAS) and/or Wireless Emergency Alert (WEA) messages may be issued through the National Weather Service or through State Emergency Management: An EAS terminal is located within the State Emergency Operations Communications Center (SEOCC);
- NOAA Weather Radio (NWR);
- The National Warning System (NAWAS): The state portion of the NAWAS consists of the Emergency Operations Communications Center, twelve State Police District headquarters, two National Weather Service offices and 15 primary warning points (nodes) connected with leased, non-switched terrestrial voice circuits; The primary warning points using the most expedient

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method possible disseminate warnings to the non-NAWAS counties; National and State NAWAS phone systems are located in the State Emergency Operations Communications Center (SEOCC);

- The Midwest City Communications Center utilizes the Allworx commercial telephone system for daily use; WebEOC is used to log incidents and display current status of events and incidents;
- The Oklahoma Amateur Radio System: (which includes RACES (Radio Amateur Civil Emergency Services), MARS (Military Auxiliary Radio System) and ARES (Amateur Radio Emergency Services)
- The 911 Center may be overwhelmed by incoming for service during a largescale incident; Re-routing plans are in place for call roll-over to backup facilities.

2. ACTIONS

Actions initiated by ESF-2 are grouped into the phases of emergency management. Each phase requires significant cooperation and collaboration between all agencies in the area and the intended service recipients. ESF-2 encompasses a full range of activities from training to field services, including, but not limited to:

- Assessment of potential event impacts and communication needs;
- Coordinating communications support assets;
- Developing and maintain primary and alternate communications systems for contact with local jurisdictions, state agencies, non-governmental organizations, and private sector partners;
- The Director of Emergency Management or designee authorizes the use of the Emergency Alert System.

2.1 MITIGATION/PREPAREDNESS

- Weekly testing of outdoor warning devices;
- Regular maintenance of outdoor warning devices;
- Identifying mission-essential functions including 911 call processing, emergency dispatch services, and maintaining a 24-hour warning point;
- Assist in identifying and equipping alternate facilities, resources, and systems that will serve as a backup for communications and dispatching services should the primary location become inoperable or unsafe;
- Participation in weekly state communication drills and monthly COEMA drills;
- Developing, presenting, or hosting training classes for ESF-2 personnel, including training in the Incident Command System and procedures for pre-staging communications assets for rapid deployment;

2.2 RESPONSE

- ESF-2 shall send a coordinator to the EOC at the request of the Emergency Management Director to perform the following duties:
 - Attend briefings and coordinate activities with other City, County, and State departments;
 - Assist with Incident Action Plan development;
 - Maintain logs of activities and messages;

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- Initiate internal notification and recall actions;
- Other duties as requested.
- Restoration of radio systems will be coordinated through ESF-2. Restoration of phone service will be done by telecommunication providers, in the following priorities:
 - Emergency numbers to City police, fire, and EMS;
 - City EOC to County and State EOCs and other field sites;
 - Numbers for city departments, community partners, and essential facilities;
 - All other numbers.
- Resource coordination into the affected areas from designated staging areas and coordination with other jurisdictions' ESFs or like functions to obtain resources and facilitate and effective response among all participating agencies.

At disaster sites, the Incident Commander shall have primary responsibility for site selection and parking control. Communication vans/vehicles should be parked in closed proximity to each other to enhance cooperation and coordination in exchanging information and resolving disaster assistance problems.

2.3 RECOVERY

- Assist with assessing damage to Communications systems and PSAP;
- Continue to provide communications-related support until response activities are concluded or until they can be managed and staffed utilizing normally available resources;
- Participate in all aspects of after-action reviews, reports, and subsequent quality improvement activities;
- Coordinate communications support to all governmental, support, and volunteer agencies as required.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

ESF-2 is part of the Logistics Section.

3.2 ASSIGNMENT OF RESPONSIBILITIES

3.2.1 LEAD AGENCY RESPONSIBILITIES

Duties include, but are not limited to:

- Monitoring communications capabilities and resources, providing and maintain communications and communications-related support during and event, emergency, or disaster;
- Providing updates on the potential impacts of communications resource damage, compromise, or interruption, resource shortfalls, and potential impacts on the ESF-2 mission;
- Coordinating the distribution of ESF-2 resources;
- Evaluating the event, making strategic decisions, identifying resource needs, and working with the EOC to secure resources required for field operations;
- Maintaining an inventory of personnel, equipment, and vendors for service restoration if needed

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- Demobilizing resources and deactivation of the ESF-2 function upon direction from the EOC Director

Information Technology Duties:

- Maintain data networks and related services for the City

3.2.2 SUPPORT AGENCY RESPONSIBILITIES

Support Agencies will assist the Emergency Support Function by:

- Performing or assisting with the above outlines tasks as requested by the ESF-2 Coordinator;
- Providing resources that will complement the emergency response/recovery effort;
- Reporting current resource capabilities, difficulties, etc. as requested.

3.3 DIRECTION AND CONTROL

- Direction and control for any disaster operation will be centralized. The designated operating official is to work in the MWC Emergency Operations Center, and act as coordinator for use of his/her department's assets and interface with assets of other departments;
- City Department and Agency leaders shall be responsible for directing primary activities of their organizations in connection with emergency transportation;
- The ESF-2 Coordinator shall be responsible for directing primary activities in connection with emergency communication.

3.4 CONTINUITY OF GOVERNMENT

Each department with a primary or secondary communication responsibility will assign at least three (3) lines of succession for any assigned staff.

3.5 ADMINISTRATION

The Communications Unit Leader will review and update this plan annually, with any needed assistance from the Emergency Management Director.

ESF #3 PUBLIC WORKS AND ENGINEERING



FEMA LIFELINES: Communications; Food, Water, Shelter; Energy

COORDINATING AGENCY: MWC Public Works

SUPPORTING DEPARTMENTS: MWC Communications and Marketing
MWC Community Development
MWC Emergency Management
MWC WRRF

SUPPORTING PARTNERS: Public Utilities

COUNTY COORDINATING AGENCY: Oklahoma County Highway District
Oklahoma City-County Health Department

STATE COORDINATING AGENCY: Oklahoma Department of Transportation
Oklahoma State Department of Health

FEDERAL COORDINATING AGENCY: U.S. Army Corps of Engineers

1. PURPOSE

The purpose of this annex is to establish procedures for utilizing City resources for response to and recovery from an emergency, to include debris removal and disposal, engineering, construction and utilities restoration. ESF-3 functions also include maintaining fresh water, waste water and solid waste facilities, emergency power supply, debris removal, and other missions relating to life saving or life protection humanitarian support.

ESF-3 support includes technical evaluation, engineering services, construction management and inspection, emergency contracting and property management assistance.

Activities within ESF-3 include, but are not limited to:

PUBLIC WORKS

- Emergency stabilization of damaged structures and facilities;
- Technical inspections of damaged structures;
- Developing guidelines for structural integrity;
- Determining condition of major City routes;
- Coordinating highway reopening;
- Provide for debris removal from unsafe structures, major roadways, and other areas.

WATER RESOURCES

- Restoration of potable water supply and sanitary wastewater capability;
- Coordinate the distribution of ice and drinking water to areas with extended outages.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

- Disasters of any magnitude may cause property damage; reduce or eliminate the City's ability to supply potable water; render road unusable, and create debris that could impede recovery efforts;
- Extended outages at the water and/or wastewater facilities could result in development and spread of disease;
- Debris removal is vitally important; failure to open roadways or bridges may result in emergency response to survivors. Ongoing delays in debris removal may inhibit community recovery.

1.1.2 ASSUMPTIONS

- Disasters often render roads unusable. Downed trees or power lines can prevent emergency medical and fire services from entering affected areas;
- The County Highway District and State DOT will mirror the City's efforts to clear roads and move debris on jurisdictional highways and bridges after an incident;
- The Oklahoma National Guard will assist with monitoring water quality and distributing water and ice where needed.

1.2 CONCEPT OF OPERATIONS

Following a significant incident or disaster, Midwest City Public Works and its partners will:

- Determine if City buildings are safe or need to be closed or otherwise secured, and coordinate with appropriate personnel to take necessary actions;
- Coordinate with other ESFs if there is damage to utilities or other infrastructure ;
- Clear debris according to the prioritized public safety routes;
- Coordinate with local, State, and Federal damage assessment teams.

City departments with primary or secondary emergency functions connected with transportation will assign appropriate personnel to carry out these functions;

City departments will each organize themselves to conduct emergency operations effectively.

2. ACTIONS

Actions initiated by ESF-3 are grouped into the phases of emergency management. Each phase requires significant cooperation and collaboration between all agencies in the area and the intended service recipients. ESF-3 encompasses a full range of activities from training to field services, including, but not limited to:

- Alerting appropriate personnel to report to the EOC or other specifically identified location when activated;
- Reviewing building and construction plans according to local guidelines and requirements;
- Collecting detailed records of incident/disaster-related expenses for the duration of the event;
- Providing initial damage assessment and debris volume estimations in affected areas;
- Assisting in coordinating response and recovery support activities;
- Identifying private contractors and procurement procedures when necessary;
- Prioritizing debris removal activities;

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- Posting appropriate signage to help secure unsafe public structures;
- Ensuring all repairs comply with any current building codes, land-use regulations, and any other City requirements.

2.1 MITIGATION

- Review and update emergency procedures;
- Maintain utilities and public works maps as appropriate;
- Complete mitigation projects from previous disasters with federal mitigation dollars;
- Maintain logs on public and private landfills including lists of landfills that will permit debris based on the following waste types:
 - Municipal solid waste;
 - Tires;
 - Construction and demolition;
 - Non-hazardous/inert materials;
 - Asbestos containing materials;
 - Materials containing flammable or hazardous chemicals.

2.2 PREPAREDNESS

- Train personnel in emergency procedures;
- Develop and execute emergency services contracts with local and national contracts to assist in repairs;
- Organize and train damage survey teams.(OSHA 5610 Disaster Site Worker Train-the-Trainer);
- Ensure barrier, roadblock materials, light sets, mobile signs and other necessary equipment are available;
- Keep debris removal equipment in good repair;
- Participate in emergency preparedness exercises;
- Ensure administrative and accounting procedures are in place to document actions taken and all costs incurred during emergency operations.

2.3 RESPONSE

- Send Public Works and Water Resources Coordinator to EOC as requested by Emergency Management Director, or indicated by activation level. Coordinator(s) will attend briefings and coordinate ESF activities;
- Survey disaster areas and evaluate in terms of engineering estimates;
- Repair EOC facilities and equipment as necessary ;
- Assess damage in conjunction with ESF 5;
- Clear roads, construct temporary bridges and/or channel crossing and provide technical assistance for restoring water supply systems and sewage systems;
- Barricade damaged areas as directed;
- Develop time estimates for repair of water and wastewater systems;
- Determine ability to adequately respond and/or the need to request federal assistance .

2.4 RECOVERY

- Repair roads and coordinate repair of utilities as necessary;

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- Coordinate private and volunteer repairs to utilities;
- Assist in providing potable water and sanitary facilities, as needed;
- Participate in compiling after-action reports and critiques;
- Make necessary changes and improvements to emergency operations plans;
- Engage in mitigation projects with federal dollars from previous disasters.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

The Public Works Department will identify an ESF-3 Coordinator as described in the Basic Plan, including at least 3 trained individuals who can fill this role if needed.

City departments and partner agencies with primary or secondary emergency functions connected with public works will assign appropriate personnel to carry out these functions, and identify these personnel to ESF-5.

County and State agencies with primary emergency functions connected with public works will assign appropriate personnel to assist the City in carrying out the ESF 3 functions.

3.2 ORGANIZATION

ESF-3 is part of the Operations Section.

3.3 ASSIGNMENT OF RESPONSIBILITIES

3.3.1 PUBLIC WORKS

Public Works has the primary responsibility to remove debris and wreckage caused by a disaster when debris clearance is immediately essential to eliminate threats to public health, safety, and property. Debris or wreckage shall be moved to temporary storage areas, or moved directly to disposal sites classified by waste type, as approved by the Department of Environmental Quality (DEQ). The DEQ shall determine appropriate disposal methods.

Public Works has the primary responsibility to make emergency repairs or replacements to damaged City roads and bridges to provide for their continued operation that is necessary for the immediate protection, welfare, and preservation of life and property.

Public Works will have primary responsibility for the emergency water and sanitation mission to:

- Provide technical assistance to areas that have suffered damage to their water supply and sewage systems for emergency repair of their facilities;
- Inspect and take samples of water in disaster areas to determine if it is safe for human consumption;
- Providing a potable water supply for those disaster communities whose water supply has been interrupted or contaminated;
- Assist local authorities in applying emergency sanitation measures for those disaster communities that have suffered damage to their sanitation systems or which are inoperative;
- Provide, upon request, an agency engineer to perform required initial (windshield) surveys for assessment of damage to water and sanitation systems in the affected area.

3.3.2 EMERGENCY MANAGEMENT

The Emergency Management Department has primary responsibility to provide Public Works with a damage assessment capability by performing required initial (windshield) surveys, follow on assessment surveys or air video reconnaissance surveys through airborne video transmitting or on-the-ground assessment with video equipment.

Emergency Management shall inform the State Department of Health and Oklahoma Department of Agriculture, Food and Forestry of the exact locations of areas where there are extensive dead livestock and/or other agricultural debris problems.

3.3.3 CIVIL AIR PATROL

The Civil Air Patrol may provide damage assessment capability upon request by performing required initial (windshield) surveys, follow on surveys, or air video reconnaissance survey through airborne video transmitting or on the ground assessment with video equipment.

3.3.4 OKLAHOMA DEPARTMENT OF TRANSPORTATION

The ODOT shall work with Oklahoma Water Resources Board (OWRB) to ensure the integrity of the ground water by locating wellheads utilizing GPS/GIS technology. In the event additional help is needed, assistance may be obtained from the Department of Agriculture, Food and Forestry, the Department of Health, Oklahoma Military Department, the Oklahoma Chapter of Voluntary Organizations Active in Disasters (VOAD), and local government.

3.3.5 OKLAHOMA MILITARY DEPARTMENT

The Oklahoma Military Department shall assist the State, County, and City with its equipment and personnel, when requested, to remove debris and wreckage in disaster areas that are essential to the health, safety, and welfare of the public.

The Oklahoma Military Department has a secondary mission to utilize its forces to assist the city, county, and state, when requested, to make emergency repairs to roads, bridges, public buildings, or other public facilities in the disaster areas, which are essential to the health, safety, and welfare of the public. Requests for assistance should be made through ODOT.

3.3.6 ARMY CORPS OF ENGINEERS

The U.S. Army Corps of Engineers stands ready to assist the city, county, and state by participation in exercises and disaster scenarios and can provide the following types of assistance to the City in the event of an emergency that may not ultimately result in a Federal Disaster Declaration:

- Damage Survey teams or support to City teams
- Flood fighting assistance and materials, e.g. sandbags and pumps
- Levee and Flood Control Works technical assistance
- Levee and Flood Control Works rehabilitation, if active under the Corps of Engineers Public Law 84-99 levee program, if damaged by flood events
- Engineering support and other expertise, including but not limited to Civil, Structural, and Geotechnical Engineering; Hazardous, Toxic, and Radiological Materials; Real Estate assistance; Floodplain Management, and various other Federal Regulatory Program Assistance.

In the event the City receives a Federal Disaster Declaration resulting in the activation of the ESF-3, the U.S. Army Corps of Engineer, through the Tulsa District, can provide the following assistance. These

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efforts are coordinated with FEMA and pre-scripted Mission Assignments exist for many of the following, expediting their activation:

- Provide Damage Survey Teams or assistance to City teams;
- Assist with and Provide Urban Search and Rescue teams provision of bottled drinking water for basic human needs;
- Provision of bagged ice;
- Provision of emergency generator(s) to provide electrical power to critical facilities such as hospitals and clinics, law enforcement facilities, water and sewage treatment plants and facilities including lift/pump stations, etc.;
- Debris removal and reduction;
- Temporary roofing and material supplies and installation;
- Construction or installation of temporary housing units either on individual properties or in a community setting with all utility support;
- Actively participate with Hazard Mitigation Team efforts.

3.4 DIRECTION AND CONTROL

- Direction and control for any disaster operation will be centralized. The designated Public Works official (ESF 3 Coordinator), is to be in the Emergency Operations Center and act as coordinator for use of his/her department's assets and interface of assets of other departments.
- The Public Works Director shall be responsible for directing primary activities of Public Works and coordinating the activities of supporting agencies in connection with debris removal and disposal and engineering and construction and secondary activities in connection with utilities restoration.
- The department heads of the supporting departments shall direct all secondary activities in connection with debris removal and disposal.

3.5 CONTINUITY OF GOVERNMENT

Lines of succession to each department head are according to the SOPs established by each department with a primary or secondary public works mission.

Continuity of Operations for each department is according to the Continuity of Operations Plan (COOP) developed and published by each department with a primary or secondary public works mission.

3.6 ADMINISTRATION

The Public Works Director will review and update this annex annually, with any needed assistance from the Emergency Management Director.

ESF #4 FIREFIGHTING



FEMA LIFELINES: Safety and Security; Food, Water, Shelter

COORDINATING DEPARTMENT: Midwest City Fire Department

SUPPORTING DEPARTMENTS: MWC Communications and Marketing
MWC Emergency Management
MWC Emergency Communications
MWC Public Works

SUPPORTING PARTNERS: Alliance EMS
Oklahoma City County Health Department
Oklahoma State Department of Health

COUNTY COORDINATING AGENCY: Oklahoma County Department of Emergency Management
Oklahoma County Wildland Taskforce

STATE COORDINATING AGENCY: Oklahoma Department of Agriculture, Food and Forestry

FEDERAL COORDINATING AGENCY: US Department of Agriculture

1. PURPOSE

The purpose of this annex is to establish an effective system for the coordinated response to fire suppression during emergency or disaster situations.

The Midwest City Fire department is the coordinating agency with the state and federal governments for assistance provided with the National Response Framework's (NRF) Emergency Support Function (ESF) #4, Firefighting, in such areas as detecting and suppressing wildfires, rural and urban fires resulting from, or occurring coincidentally with, a catastrophic earthquake, significant natural disaster or other event requiring Federal response assistance.

Oklahoma County does not have firefighting capabilities and would provide assistance as a support agency only.

The State Department of Agriculture will be the State's coordinating agency for federal government assistance available from the National Response Plan's (NRP) Emergency Support Function (ESF) 4, Firefighting.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

- Most fire suppression operations are handled effectively by the City's Fire Department. Most problems they will face during major emergencies will simply require an expansion of normal operations;
- Both natural and technological emergencies may result in the need for large-scale fire suppression. When extreme burning conditions occur, it is likely that wildfire incidents will be

widespread and all fire protection forces may be committed very quickly, and for extended periods. Response to a wildfire emergency must be rapid to be effective;

- Catastrophic events such as tornados, hazardous materials incidents, lightning, etc may cause major fires. Commitment of City Fire resources to two or more major operations may overextend the City Fire Department.

1.1.2 ASSUMPTIONS

- Fires will continue to occur throughout the City;
- During major or widespread emergencies, suppression requirements may exceed normal capabilities and require a coordinated response on a county or statewide basis.

1.2 CONCEPT OF OPERATIONS

Within the limit of their capabilities and jurisdictions, local emergency service agencies will perform basic fire suppression services. If requirements exceed local capabilities, require cross-jurisdictional action, or impact resources under State control, the appropriate State agencies or volunteer organizations should become involved. In some cases, State agencies may need to obtain local assistance for fire/rescue operations where initial responsibility rests with the State and the scope of the operations exceeds available State resources.

1.2.1 DETECTION AND MONITORING

The Oklahoma Forestry Services (OFS) cooperates with the National Weather Service and the U.S. Forest Service in the daily monitoring of weather conditions. The OFS utilizes MESONET weather stations located at sites throughout the state for purposes of observing and collecting fire weather data. The National Fire Danger Rating System (NFDRS) is used to rate fire conditions from day-to-day and area-to-area. This system provides the fire staff with information to make decisions about the risk of fire occurrence and severity. Current and forecast wind conditions are used to determine if they would support large and intense fires.

- Expected fire danger and smoke management information is broadcast each morning on NOAA weather radio;
- The OFS notifies the State EOC when very high and/or extreme conditions are forecast;
- Warnings are disseminated by the OFS communications system to the public and corroborators. The OFS uses two primary means of fire detection – aerial and public telephone – in its daily operations. Communications equipment is tested regularly to ensure that dispatching and reporting systems are working properly. Aircraft are assigned to areas of the state. First priority use of aircraft is for fire detection. The frequencies of detection flights are determined by forecast and current weather conditions, historic and present fire occurrence and public activity.

2. ACTIONS

ESF-4 encompasses a full range of activities from training to field services, including, but not limited to:

- Assessment of fire/Rescue service needs and potential impacts:
 - Fire/Rescue service personnel;
 - Fire/Rescue service equipment and supplies;
 - Fire/Rescue department related evacuation and re-entry support;
 - Emergency responder health and safety;

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- Chemical, biological, radiological, nuclear, explosive hazard monitoring/mitigation;
- Mental health and crisis counseling for responders;
- Fire/Rescue service public information and risk communication;
- Fire/Rescue service management, command, and control of assets;
- Fire/Rescue service activities related to terrorist threats and/or incidents;
- Logistical staging areas and Points of Dispensing.

Actions initiated by ESF-4 are grouped into the phases of emergency management. Each phase requires significant cooperation and collaboration between all agencies in the area and the intended service recipients.

- Develop and maintain plans and procedures to provide firefighting and technical rescue services when needed;
- Document expenses whenever activated for a significant event or incident
- When activated and necessary, Fire/Rescue department representatives report to the local EOC or other specifically identified location to assist with coordination and operations;
- Fire/Rescue Department personnel may be asked to assist with warning and alerting, evacuation, communications, and emergency medical services;
- Requesting or providing mutual aid from/to neighboring jurisdictions.

2.1 MITIGATION

- Identifying and seeking funding for retrofitting critical facilities and providing auxiliary power;
- Providing personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters;
- Maintaining a proactive posture in regard to all fire and injury prevention strategies.

2.2 PREPAREDNESS

- Conducting planning with ESF-4 support agencies and other emergency support functions to refine Fire/Rescue service operations;
- Conducting public education for all-hazards and fire prevention programs;
- Developing and testing procedures to rapid field assessment, surveys, and information gathering;
- Conducting and participating in training and exercises for EOC and Fire/Rescue service response team members;
- Preparing and maintaining all emergency operating procedures, resource inventories, personnel rosters, and resource mobilization information necessary to perform lead agency functions;
- Maintaining liaison with support departments and agencies;
- Conducting and helping to facilitate all-hazard exercises involving ESF-4.

2.3 RESPONSE

- Coordinating operations at the ESF-4 position in the EOC and/or other locations as required;
- Establishing and maintaining a system to support on scene direction/control and coordination with the EOC, or other entities as appropriate;
- Supporting established mutual aid procedures for Fire/Rescue response and other resources or capabilities as appropriate;

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- Coordinating resource management and logistical support;
- Participation in EOC briefings, development of Incident Action Plans and Situation Status Reports, and attending meetings as necessary;
- Fire suppression, salvage, and overhaul;
- Responding to hazardous material accidents/incidents;
- Assisting with radiological control measures;
- Assisting with emergency medical services as necessary.

2.4 RECOVERY

- Maintaining documentation for initial damage assessment and incident impact on personnel, equipment, supplies, and the ability to provide services;
- Consulting with EOC staff and obtaining additional Fire/Rescue resources via established mutual aid agreements as necessary.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

The Fire Department Incident Commander will coordinate the overall activities of firefighting during disasters.

Local Mutual Aid partners and Forestry Service firefighters will provide fire suppression assistance in support of local fire departments as requested and as fire conditions and available resources permit.

3.2 ORGANIZATION

ESF-4 is part of the Operations Section.

The Midwest City Fire Department is the primary coordinator in charge of ESF-4.

Other City departments will support the Fire Department as outlined in the text.

State agencies with primary emergency functions connected with firefighting capabilities will assign appropriate personnel to assist the City in carrying out ESF functions.

3.3 ASSIGNMENT OF RESPONSIBILITIES

3.3.1 MIDWEST CITY FIRE DEPARTMENT

- Provide the necessary personnel, equipment, and materials to suppress fires on public or private forests or grasslands where the potential or actual destruction would be considered a major disaster;
- Advise the EOC of any major fire, either urban or wildland. Also advise the EOC if arson and/or government-owned property are involved;
- Advise the EOC of homes and businesses that require assistance;
- Coordinate with the State Department of Agriculture as well as Federal Agencies in support of ESF 4 of the National Response Plan.

3.3.2 MIDWEST CITY FIRE MARSHAL

- Investigate and determine the cause of fires where the cause may be other than by natural means;

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- Upon request, assist the Chief Medical Examiner in the investigation of deaths caused by fire in a natural disaster;
- Provide code enforcement;
- Assist local governments with inspection of structures after disasters to prevent fire hazards.

3.3.3 MIDWEST CITY EMERGENCY COMMUNICATIONS CENTER

- Provide primary and backup radio and telephone communications capabilities
- Provide communications operators at the EOC and Incident Command Post as needed
- Provide resources to act as outside contact operators

3.3.4 MIDWEST CITY EMERGENCY MANAGEMENT

- Request assistance, in accordance with department procedures, from the State Department of Emergency Management;
- Advise the State EOC of the development of any major wildfire. Also advise the State EOC if arson and/or state-owned property are involved;
- Advise the State EOC of rural homes and businesses that require emergency assistance.
- Coordinate with the U.S. Department of Agriculture and other Federal agencies in support of Emergency Support Function #4 of the National Response Framework;
- Provide other assistance as requested.

3.3.5 MIDWEST CITY POLICE DEPARTMENT

- Assist with traffic control;
- Assist with evacuation, if needed;
- Provide protection for personnel working at the scene.

3.3.6 MIDWEST CITY PUBLIC WORKS

- Coordinate the disconnection of electric power and natural gas lines when a natural disaster causes the rupture of natural gas lines and the ignition by sparking electric lines for potential fires and/or explosions.
- As requested, provide personnel, equipment, and other appropriate resources in support of operations.
- Assist law enforcement officials in maintaining traffic flow into and away from the affected area.
- Work with Public Utilities to control hazards at the scene.
- Assure an adequate water supply for fire suppression

3.3.7 PUBLIC INFORMATION OFFICER

- Coordinate with Fire Department PIO for dissemination of information

3.3.8 ALLIANCE EMS

- Provide standby assistance at any incident
- Provide assistance at firefighter rehab site
- Provide medical services to firefighters, survivors, and citizens

3.3.9 OKLAHOMA DEPARTMENT OF HEALTH

- Will monitor the situation informing hospitals, long term care facilities, and assisted living centers of changing conditions in case evacuations are needed;
- Will work with medical response system partners keeping them informed of dangers that may require action on their part.

3.4 DIRECTION AND CONTROL

Direction and control of fire suppression operations will be conducted by Midwest City Fire. If the State EOC is operational, requests for assistance should be coordinated by the Department through the EOC. If the EOC is not operational, requests for assistance should be made to the Department of Agriculture, Food and Forestry and the State EOC advised of the situation as soon as it is activated.

No administrative process shall interfere with operations essential to suppressing wildfires and thereby preventing injury, loss of life and significant property damage. During a fire emergency, the process to access supplemental state resources shall be simplified to expedite their use in a timely manner and prescribed in a Standard Operating Procedure (SOP).

For fire suppression, additional resources may be available from nearby public and private firefighting companies. Local emergency service agencies also represent a resource for search and rescue operations.

3.5 CONTINUITY OF GOVERNMENT

Each department with a primary or secondary ESF-4 responsibility will designate at least three (3) lines of succession for any assigned staff.

3.6 ADMINISTRATION

The Midwest City Fire Chief will review and update this annex annually, with any needed assistance from the Emergency Management Director.

ESF # 5 EMERGENCY MANAGEMENT



FEMA LIFELINES: Communications; Food, Water, Shelter; Safety and Security;

COORDINATING DEPARTMENT: MWC Emergency Management

SUPPORTING DEPARTMENTS: All City Departments, Boards and Commissions

SUPPORTING PARTNERS: All State Voluntary Organizations
Mid-Del Amateur Radio Club

COUNTY COORDINATING AGENCY: Oklahoma County Emergency Management

STATE COORDINATING AGENCY: Oklahoma Department of Emergency Management and Homeland Security

FEDERAL COORDINATING AGENCY: US Department of Homeland Security

1. PURPOSE

The purpose of this ESF is to coordinate and organize emergency management resources in preparing for, responding to, and recovering from emergency/disaster incidents that affect the City of Midwest City.

ESF-5 directs, controls, and coordinates emergency operations. ESF-5 must help ensure the implementation of actions as called for in this plan, coordinate emergency information to the public through ESF 2/Communication and ESF 15/Public Information, and coordinate with local jurisdictions and the Oklahoma State EOC should assistance be required.

The Emergency Management Support Function (ESF-5):

- Identifies and organizes the resources (human, technical, equipment, facility, materials, and/or supplies) available to Midwest City to address and support emergency management needs in the event of natural or man-made disasters or emergencies;
- Identifies the responsibilities of organizations charged with providing emergency management in the case of a large-scale event or incident, disaster, or emergency;
- Is established to help assure the provision of emergency management supply to Midwest City and the private-sector response before, during, and after an incident/event;
- Provides procedures and resources to help determine the severity and magnitude of natural or man-made events or incidents;
- Helps ensure policymakers and responders at all levels receive coordinated, consistent, accurate, and timely information, analysis, advice, and support
- Assesses impact and damage to help determine the resources required to restore emergency management systems

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- Coordinates with local governments and other resource Support Agencies in helping resource providers obtain necessary information, equipment, specialized labor, fuel, and transportation support, to repair and restore critical infrastructure and services;
- Coordinates information with local, State, Tribal, and Federal officials and resource providers regarding available emergency management response and recovery assistance;
- Provides technical assistance concerning emergency management systems and coordination;

1.1 SITUATIONS AND ASSUMPTIONS

1.1.1 SITUATION

- During a period of increased readiness or extreme emergency in which loss of life or property damage has occurred or appears imminent, an Emergency Operations Center (EOC) will be identified, established, and activated to the level dictated by the gravity of the situation;
- All departments and organizations having emergency responsibilities will be advised when the EOC is activated;
- All emergency operations will be conducted under the authority of the laws of Oklahoma and/or executive orders or authorities delegated by law to the elected or appointed officials of the State of Oklahoma;
- Most disasters produce extensive property damage. When this occurs, a planned damage assessment strategy is essential for proper response and recovery operations;
- During a period of increased readiness or extreme emergency in which loss of life or property damage has occurred within the City or appears imminent, the Midwest City Emergency Operations Center will be activated to the level dictated by the gravity of the situation.

1.1.2 ASSUMPTIONS

- Most emergency situations are handled routinely by local and state government agencies and volunteer service organizations;
- In large-scale disaster situations beyond the capabilities of the city or county emergency management organizations, the State EOC shall provide centralized direction, control and assistance;
- In the initial stages of an emergency, information from the affected areas may not be available, accurate or detailed. Through efforts of the City responders, initial information may be reported within a few minutes following the onset of the disaster;
- The Emergency Operations Center will support the dissemination of approved Emergency Public Information;
- Preliminary damage assessment information is critical to determine the need for state and federal response and recovery assistance;
- In very large-scale disaster situations that are beyond the capabilities of the City or county, the State shall provide centralized direction, and assistance.

1.2 CONCEPT OF OPERATIONS

1.2.1 GENERAL

- The EOC and staff may be activated by the Director of Emergency Management, or City Manager or their designee, when it appears the City of Midwest City is or may be in great danger of loss of lives or great property damage;
- The Department of Emergency Management is the department primarily responsible for assessing a situation and the needs of the population affected. Based on the needs of the situation, department heads or designated representatives may be requested to report to the EOC to coordinate that agency's activities when the EOC is activated;

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- The Emergency Management Director or his/her designee, will activate alert procedures in accordance with department standard operating procedures;
- During emergencies, the EOC is located in the training room in the basement of City Hall and the alternate EOC is located at the Charles Johnson Building, 2750 SE 15th Street, MWC, Meeting Room C;
- ESF-5 typically operates from the EOC on a 24/7 schedule to maintain continuity of emergency management services. Schedule modification will occur according to incident needs or complexity. At times, or when specifically requested, ESF-5 may operate from field locations including within a designated Incident Command Post, or another jurisdiction's EOC;
- During EOC activation, the Policy Group makes resource Allocation decisions, with assistance from the Emergency Management Director and the affected ESF organization. The local on-scene Incident Commander or other appropriate staff will control further mission tasking as needed;
- Each Support Organization assisting in an ESF-5 assignment will retain administrative control over its own resources and personnel, but will be under the operational control of ESF-5.

1.2.2 PLANNING

MWCEM coordinates planning activities including immediate, short-term, and long range planning. MWCEM helps maintain situational awareness of the threat or incident, in coordination with the appropriate local entities, state agencies and volunteer organizations. The EOC monitors potential or developing incidents and supports the mitigation and response efforts of regional and field operations. The EOC coordinates operations and situational reporting to the City Manager and State EOC when appropriate.

_____ staffs the Planning Section in the EOC. The Planning Section provides for the collection, evaluation, development, dissemination, and use of information regarding incident status and Response. The Planning Section is responsible for the Incident Action Plan process. This includes preparing and documenting incident priorities, establishing the operational period and tempo, and developing staffing plans related to the incident as needed. The Planning Section enlists Subject Matter Expert (SME) support for incidents requiring specific technical knowledge. Examples of SMEs include: CSEPP Hazard Analysts, Radiation Control, National Weather Services, and Geologic Survey personnel.

2. ACTIONS

Actions taken by ESF-5 are grouped into the phases of emergency management: preparedness, mitigation, response, and recovery. Each phase requires specific skills and knowledge. Each phase requires significant cooperation and collaboration between all supporting agencies and the intended service recipients. ESF-5 encompasses a full range of activities from training to providing field services, to potentially include:

2.1 MITIGATION

- Define, identify and encourage hazard mitigation activities; thus helping reduce the probability or impact of a large-scale incident or disaster;
- Maintain high readiness posture of the EOC;
- Provide for adequate communications capabilities;
- Assign EOC staff positions to qualified personnel; provide training where needed;
- Provide a disaster-resistant EOC.

2.2 PREPAREDNESS

- Develop and maintain an emergency operations capability and illustrate that capability in the Emergency Operations Plan;
- Maintain a notification roster of EOC personnel and their alternates;
- Establish a system and procedure for notifying EOC personnel of activation or other critical information;
- Identify adequate facilities and resources to conduct emergency operations at the EOC, to include a secondary location;
- Inform officials of EOC operations;
- Maintain/obtain supplies and food for emergencies;
- Test and exercise plans and procedures and conduct community outreach/mitigation programs;
- Ensure compatibility between this plan and the emergency plans and procedures of key facilities and public or private organizations within the City;
- Help develop and/or recommend accounting and record-keeping procedures related to costs and expenses incurred during an incident, emergency, or disaster.

2.3 RESPONSE

- Activate the EOC, as required;
- Respond to the emergency as appropriate;
- Estimate the nature and scope of the hazard, including the area of potential impacts, population(s) at risk, estimate the extent of the damage and loss of functionality to essential facilities and infrastructure;
- Coordinate all emergency operations;
- Coordinate with the State Department of Emergency Management, and DHS/FEMA and other Federal agencies in support of Emergency Support Function #5 of the National and Regional Response Plans;
- Collate and consolidate the incoming situation reports pertinent to the respective department, agency or organization;
- Establish and maintain a system supporting on-scene direction/control and coordination with the State EOC and other applicable coordination entities as appropriate;
- Brief the County Emergency management and Department of Emergency Management Directors on the respective situations;
- Make individual EOC staff assignments as needed;
- Coordinate implementation of mutual aid requests or agreements with Supporting Organizations;
- Provide, track, and manage resources (personnel, teams, facilities, supplies, equipment) as necessary;
- Ensure that administrative and accounting procedures are in place to document actions taken and all costs incurred during emergency operations .

2.4 RECOVERY

- Continue long-term response and coordination of resources;

- Plan for release of operations personnel;
- Provide required briefings and submit reports;
- Incorporate mitigation efforts into recovery activities when possible.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

- ESF-5 is coordinated by the Emergency Management Director.
- In the event of a disaster, the EOC or alternate EOC will exercise general supervision and coordination of all assets.
- Upon full EOC activation, each ESF coordinating agency will send a liaison to the EOC.
- The City must maintain personnel ready to fill key Incident Command positions.
- All City departments support emergency operations when needed.

3.2 ORGANIZATION

3.2.1 POLICY GROUP

- City Manager
- Mayor
- Vice Mayor
- Finance Director
- City Attorney
- Hospital Administrator
- School Superintendent

3.2.2 EOC PERSONNEL

- Director of Emergency Management
- Deputy Director, Department of Emergency Management
- Fire Chief or designee
- Police Chief or designee
- EMS Director or designee
- Public Information Officer (s) if no JIC
- ESF Liaisons
- Planning/Resource Officer
- Support Staff
- County Sheriff
- County Chief of Health Services

3.3 ASSIGNMENT OF RESPONSIBILITIES

The Director of Emergency Management (MWCEM), under the supervision of the City Manager, will be responsible for the implementation of plans and emergency operations for the protection of citizens of Midwest City.

2.3.1 MONITORING, DETECTION, ALERT AND WARNING

EMERGENCY COMMUNICATIONS CENTER (ECC)

City of Midwest City Emergency Operations Plan

The Department of Emergency Management (MWCEM) operates a 24-hour emergency communications center. The Emergency Communications Center provides a single point to disseminate information and warnings to governmental officials that a hazardous situation could threaten or has threatened the general welfare, health, safety, and/or property of the city's population. In addition, the Emergency Communications Center provides continuous situational monitoring during non-emergency periods as well as in times of emergencies and disasters.

MWCEM monitors the National Weather Service on a daily basis to detect weather threats for the city. The EOC receives reports from the Fusion Center for possible threats and local jurisdictions regarding local events.

MWCEM will initiate warnings and emergency notifications in accordance with The Midwest City Emergency Operations Plan. The Emergency Management Director will notify the State Emergency Operations Center as soon as is practical. Once Emergency Operations Personnel report to the Emergency Operations Center, the Emergency Management Director or designee will conduct a situational briefing and request all ESFs to plan accordingly, and may request certain ESFs to plan and deploy resources immediately.

3.4 DIRECTION AND CONTROL

Emergency Operations requires centralized control and management. The officials designated to work in the EOC will coordinate the use of resources and interface with other agencies in support of the primary agency.

The Emergency Management Director will develop the criteria for transfer of control from the Primary to the alternate EOC(s) and will develop appropriate procedures for staffing and operating the alternate EOC consistent with plans to continue operations.

3.5 CONTINUITY OF GOVERNMENT

The line of succession for the Emergency Management Director will be EM Director, Deputy EM Director, Fire Chief, Police Chief

For the overall supervision of the ECC, the line of succession will be the Director, Department of Emergency Management, Deputy Director, and 911 Supervisor.

Continuity of Operations for each department is according to the Continuity of Operations Plan (COOP) developed and published by each department with a primary or secondary mission.

3.6 ADMINISTRATION

The Emergency Management Director or City Manager or their designee will enter into any agreements or understandings between this office and local groups or organizations as necessary for implementation of this plan.

The Emergency Management Director is responsible for maintaining and updating this annex annually, with any needed assistance from the Emergency Management Director.

ESF #6 MASS CARE, HOUSING AND HUMAN SERVICES



FEMA LIFELINES: Food, Water, Shelter; Safety and Security

COORDINATING AGENCY: American Red Cross

SUPPORTING PARTNERS: Midwest City Emergency Management
OKVOAD
Mid-Del Schools

COUNTY COORDINATING AGENCY: Oklahoma City-County Health Department

STATE COORDINATING AGENCY: Oklahoma Department of Emergency Management and Homeland Security

FEDERAL COORDINATING AGENCY: American Red Cross

1. PURPOSE

The purpose of this annex is to establish a procedure for providing sheltering, feeding, emergency first aid, bulk distribution of relief supplies and survivor registration to meet the immediate needs of the survivors during and after the occurrence of a disaster or emergency.

The Department of Emergency Management will coordinate with the federal government for assistance provided in the National Response Framework's (NRF) Emergency Support Function (ESF) #6, Mass Care, Housing and Human Services.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

- Disasters may destroy the homes of persons living in the affected area. Disaster survivors whose homes were severely damaged or destroyed will be sheltered.
- All survivors who are housed at temporary emergency shelters will require food, water, emergency first aid, and other mass care services.
- Buildings pre-designated as shelters may be damaged and rendered unusable by the disaster. Alternate facilities must be identified
- Certain agencies provide daily services or assistance to citizens in need. There are occasions when similar services are needed during emergency situations. The coordination of feeding, congregate sheltering, emergency first aid, family reunification and bulk distribution of relief supplies will occur, as are essential during emergency conditions.

1.1.2 ASSUMPTIONS

- OKVOAD volunteers or other shelter workers may not be able to report for assignments.
- Shelters and utilities in affected areas may be damaged or destroyed. Secondary hazards may also necessitate relocation of shelters.
- Relief supplies, tents, food, and potable water may not be available for several days.
- The Department of Emergency Management (MWCEM) will coordinate Mass Care and emergency individual assistance with assistance from OKVOAD. In most situations, ARC will manage and operate shelters.

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- OKVOAD agencies will provide for emergency mass feeding, mass sheltering, emergency first aid, disaster welfare inquiry, and bulk distribution of disaster relief supplies for disaster displaced citizens.
- Mutual support agreements with volunteer service organizations and other support groups will be obtained as needed and their services utilized to the maximum.

1.2 CONCEPT OF OPERATIONS

MWCEM and OKVOAD will coordinate and provide support to the mass care efforts, as well as provide support during the emergency and continue long-term support to the survivors during the recovery process.

The OKVOAD will fully participate in planning for feeding, sheltering, emergency first aid, disaster welfare inquiry and recovery assistance to meet emergency disaster needs of disaster survivors.

2. ACTIONS

Actions initiated by ESF-6 are grouped into the phases of emergency management. Each phase requires significant cooperation and collaboration between all agencies and the intended service recipients. ESF-6 identifies the resources available to address and support mass care, temporary sheltering, and human services needs in the event of either a natural or man-made disaster.

2.1 MITIGATION

- Participation in temporary shelter demand studies;
- Coordination with Midwest City Emergency Management and other entities regarding public education programs to reduce shelter demand;
- Education of citizens on disaster preparedness;
- Coordination to incorporate shelter features within public building projects as feasible.

2.2 PREPAREDNESS

- Identify and organize the resources (human, technical, equipment, facility. Materials and/or supplies) available to the City of Midwest City to address and support mass care, temporary sheltering and human service needs in the event of either a natural or man-made disaster or emergency;
- Review and update emergency services disaster plans to include written agreements when necessary;
- Identify and coordinate the responsibilities of agencies and organizations charged with providing mass care, temporary sheltering, and other disaster caused needs;
- Plan for a coordinated public information effort that respects and works with the existing public relations plans of all voluntary agencies. (See ESF #15);
- Ensure administrative and accounting procedures are in place to document actions taken and all costs incurred during emergency operations;
- American Red Cross will provide shelter operations and mass care training to City staff.

2.3 RESPONSE

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- Coordinate the activation, staffing and management of shelter and feeding sites as needed. Coordinate the provision of food, shelter, disaster welfare inquiry and bulk distribution of relief supplies;
- In coordination with emergency management, the Mass Care Lead will manage mass care according to the State of Oklahoma's Multi-Agency Shelter Plan dated August, 2016 with delivery of mass care through the American Red Cross, Salvation Army, Southern Baptists, and other NGOs in accordance with the requirements of their internal policies;
- Coordinate the notification to the public of all information on locations and hours of operation on emergency shelters, service centers and bulk distribution sites;
- Coordinate with OKVOAD, ARC and The Salvation Army to assign staff, when requested, to the Emergency Operations Center (EOC). Staff members will act as liaisons among the decision-making ARC Disaster Operational Team, other voluntary organizations present and Agency representatives at the EOC;
- Coordinate with ESF-13 to review communications, traffic control, and security for each shelter location.

2.4 RECOVERY

- Publish information on emergency services, locations and hours of operation in cooperation with all service providers;
- Coordinate with other agencies and organizations to provide assistance to meet disaster caused needs;
- Coordinate with OKVOAD to provide assistance in the form of staff for the Disaster Recovery Centers in cooperation with voluntary agencies.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

ESF-6 encompasses multiple services. Successful ESF-6 implementation requires extensive collaboration between coordinating and supporting partners through all phases of emergency management.

3.2 ORGANIZATION

ESF-6 is part of the Operations section.

ESF-6 is unique in that the lead agency is a non-governmental organization. The American Red Cross, Central and SW Oklahoma Chapter partners with local emergency management agencies to provide mass care and sheltering when necessary.

3.3 ASSIGNMENT OF RESPONSIBILITIES

3.3.1 AMERICAN RED CROSS, CENTRAL AND SW OKLAHOMA CHAPTER

- Identify and validate shelter resources within Midwest City limits;
- Designate a Red Cross official to manage the activities at the shelter facility;
- With the facility coordinator, conduct a survey and inventory of the facility before it is turned over to the Red Cross;

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- Will coordinate with law enforcement resources regarding any security or safety issues at the facility;
- May post signage as appropriate;
- Will provide a Public Information Officer for shelter operations;
- Will conduct shelter operation activities according to DMWT Facility Use Agreement JT V 2.0 2017.06.29.

3.3.1 MIDWEST CITY EMERGENCY MANAGEMENT.

- Provide support to all mass care providers by coordinating and facilitating actions as the primary state coordinating agency.
- When applicable, and agreed upon, assist State Emergency Management officials in administering the Individual and Households Program (IHP) for the State following Presidentially declared disasters in accordance with the most recent IHP State Administrative Plan (SAP).
- Coordinate with all emergency welfare service groups, local and state government, and local emergency operations centers.
- Coordinate the development and maintenance of emergency aid agreements with agencies, organizations and groups active in disaster as needed to meet the situation.
- Ensure adequate resources are identified to support the disaster mission.
- Coordinate with the OKVOAD agencies to maintain adequately trained staff to support the disaster operation.
- Will cooperate with the American Red Cross to provide shelter operations according to DMWT Facility Use Agreement JT V 2.0 2017.06.29.

3.3.2 OKLAHOMA VOLUNTEER ORGANIZATIONS ACTIVE IN DISASTER (OKVOAD)

- Provide immediate response to meet the needs of disaster survivors. As stated in PL 93-288 as amended, the ARC will provide mass care in cooperation with all OKVOAD agencies.
- Provide damage assessment summaries for the EOC, state and local officials and other agencies as requested;
- Provide a liaison representative to the EOC.
- Coordinate with local, state and federal authorities (Joint Information Centers) on all public affairs information, and cooperate with all existing OKVOAD agency public information plans. (See ESF-15)

3.3.3 DEPARTMENT OF HEALTH

Perform food inspections and coordinate Emergency Medical Service providers as needed. Upon request by emergency management, ESF-8 will coordinate with shelter operations to conduct assessments of residents in the shelters.

3.3.4 MID-DEL SCHOOLS

Provide support as required in the areas of facilities, transportation and communications.

3.3.5 DEPARTMENT OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES

Provide support as required in the areas of mental health and counseling; and write and oversee Crisis Counseling (immediate and regular service) grants as coordinated with MWCEM.

3.4 CONTINUITY OF GOVERNMENT

Lines of succession to each department head are according to the SOPs established by each department or agency with a primary or secondary mission.

3.5 ADMINISTRATION

The Emergency Management Director and Red Cross Liaison will review and update this annex annually.

DRAFT

ESF #7 LOGISTICS AND RESOURCES SUPPORT



FEMA LIFELINES: Communications; Food, Water, Shelter; Health and Medical

COORDINATING DEPARTMENT: MWC Emergency Management

SUPPORTING DEPARTMENTS: MWC Communications and Marketing
MWC Finance Department
MWC Fire Department
MWC Police Department
MWC Public Works

SUPPORTING PARTNERS: OKVOAD organizations
Public Sector Partners

COUNTY COORDINATING AGENCY: Oklahoma County Emergency Management

STATE COORDINATING AGENCY: Oklahoma Department of Emergency Management and Homeland Security

FEDERAL COORDINATING AGENCY: US General Services Administration

1. PURPOSE

The purpose of this annex is to establish effective procedures to coordinate support response and/or resources of city departments and agencies and preserve the continuity of their respective departmental and agency functions. It also provides for the resumption of such functions with a minimum of interruption in the event of natural or human caused emergency.

This ESF provides for the acquisition, tracking, and movement of several types of resources not available through a local government agency, including:

- Material resources (i.e., instrumentation, field and office supplies, body bags, etc.)
- Office and work spaces for disaster workers
- Temporary housing for incoming emergency relief personnel
- Communications equipment
- Personnel, including persons with specialized technical knowledge

The Department of Emergency Management will coordinate with the State Department of Emergency Management for assistance provided with the National Response Framework's (NRF) Emergency Support Function (ESF) #7, Resource Support.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

- During the period of a natural or human caused emergency in which great damage may occur within Midwest City, a condition may exist in which emergency supplies and resources may be limited.

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- Disasters may severely limit the City's ability to respond with adequate resources to the maximum extent possible before requesting assistance from other agencies or outside vendors.
- The City has several vendors ready to assist during an emergency.
- Obtaining resources from private vendors through any other means outside of City policy may not be reimbursable.

1.1.2 ASSUMPTIONS

- The City will exhaust all available resources before requesting assistance from outside vendors, County, or State government.
- The Logistics Section Chief will attempt to obtain resources need by any agency in support of the emergency mission.
- The Finance Section must track all deployed resources.

1.2 CONCEPT OF OPERATIONS

The principle executive or representative of the individual member agencies, boards, commissions or organizations designated as members of the resources group will report to the Emergency Operations Center on its activation or when requested as dictated by the emergency.

2. ACTIONS

ESF-7 actions are divided into the four phases of emergency management: mitigation, preparedness, response, and recovery.

2.1 MITIGATION

- Develop procedures and policies to request resources from outside vendors, County, and State agencies;
- Prepare an Emergency Services Agreement template for outside vendors;
- Develop a mechanism with the Finance Department of tracking resource requests in the EOC during emergency operations;
- Maintain a list of vendor contacts for use after normal business hours;
- Develop Standard Operating Guidelines to coordinate with other local agencies to ensure that necessary resources do not exist elsewhere in City government;
- Develop a list of warehouses in the City for use in storing donated goods.

2.2 PREPAREDNESS

- Develop a Standard Operating Guidelines for routing resources to staging areas, including:
 - Coordination of routing requirements with ESF 1;
 - Handling communications incompatibilities;
 - Expected deployment for certain types of emergencies;
 - Resources each department plans to deploy to staging areas;
 - Weights and surface requirements for vehicles expected to be deployed to staging areas during emergency operations.
- Coordinate with the County and State to determine proper methods of requesting county, state and/or federally owned resources when needed;
- Prepare and maintain current list of personnel, materials and their locations needed to accomplish their assigned responsibilities;

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- Develop contingency plans for the personnel of each department, agency or organization to ensure their safety and the continuity of the functions of the department, agency or organization.
- Develop plans for personnel of each department, agency or organization to report personnel locations and availability for duty;
- Develop plans for the resumption of the departmental or organizational functions with a minimum of disruption, including relocation of the department, agency or organization, if required;
- Ensure administrative and accounting procedures are in place to document actions taken and all costs incurred during emergency operations.

2.3 RESPONSE

- Activate resource/volunteer staging areas at facilities requested by Incident Commander and initiate response activities;
- Implement staging area plans as necessary;
- Receive and record data from ESFs concerning deployment of resources;
- The Red Cross should request logistical support according to their policies, as needed.
- Regularly update ESF 5 on staging area statuses;
- Request resources needed to support staging area operations from the pertinent ESF;
- Coordinate with the State Department of Emergency Management and Federal General Services Administration and other Federal agencies in support of ESF-7 and ESF-12.

2.4 RECOVERY

- Maintain logs of activities, messages, etc. for use in applying for federal disaster assistance, and for use in after action reports following demobilization;
- Initiate internal notification procedures as appropriate.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

- The Emergency Management Director is the primary coordinator for ESF-7.
- The resources group may be composed of the following: a. Midwest City Finance Director b. Vehicle Maintenance Supervisor c. Fleet Superintendent
- State agencies with primary emergency functions connected with mass sheltering capabilities will assign appropriate personnel to assist the City with ESF 7 functions.

3.2 ORGANIZATION

ESF-7 is part of the Logistics Section.

- The responsibilities of the members of the resources group will be in accordance to the respective individual member departments, agencies and other organizations. All agencies will provide support as required;
- Staging areas should be spread evenly throughout the City. ESFs requiring specialized resources should choose staging area location based on the capability to resupply without barriers to transportation.

3.3 ASSIGNMENT OF RESPONSIBILITIES

In the absence of a designated Logistics Section Chief, the Emergency Management Director coordinates ESF-7.

3.4 DIRECTION AND CONTROL

All logistics requests will go through ESF-7, coordinated with the EOC.

3.5 CONTINUITY OF GOVERNMENT

- Lines of succession will be in accordance with Standing Operating Procedures established by each department, agency or organization.
- Continuity of Operations for each department will be according to the Continuity of Operations Plan (COOP) developed and published by each department with a primary or secondary mission.

3.6 ADMINISTRATION

The Emergency Management Director will review and update this annex annually.

ESF #8 PUBLIC HEALTH AND MEDICAL SERVICES



FEMA LIFELINES: Public Health and Medical

COORDINATING DEPARTMENT: Oklahoma City-County Health Department

SUPPORTING DEPARTMENTS: MWC Communications and Marketing
MWC Emergency Management
MWC Emergency Communications
MWC Fire Department

SUPPORTING PARTNERS: Alliance EMS
Alliance Midwest Hospital
American Red Cross
St. Anthony's East

COUNTY COORDINATING AGENCY: Oklahoma City-County Health Department

STATE COORDINATING AGENCY: Oklahoma State Department of Health
Oklahoma Department of Agriculture, Food and Forestry

FEDERAL COORDINATING AGENCY: US Department of Health and Human Services

1. PURPOSE

The purpose of this annex is to establish effective procedures to provide emergency health and medical service to the people of Midwest City during and after a natural or manmade emergency. This annex also addresses maintaining Public Health standards throughout the duration of an emergency.

This ESF provides guidance, prioritization, and coordination of resources involved in the triage, treatment, and medical evacuation of disaster survivors.

ESF-8 is responsible for procedures for response to the environmental, health, and medical needs in the event of a natural or manmade disaster.

In accordance with the Oklahoma Catastrophic Health Emergency Powers Act (O.S. 63:6101), the Oklahoma Catastrophic Health Emergency Plan was developed as an addendum to ESF #8. Its purpose is to prepare for (1) acts of terrorism, (2) resurgent infectious diseases, (3) mass casualty incidents and (4) foreign animal diseases. Copies of the plan are maintained by the Health Department and support agencies.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

- Natural or human caused emergencies could occur within the boundaries of the City of Midwest City and would require coordinated use of all health and medical resources available;
- Adequate resources are available within the boundaries of the State of Oklahoma to meet most foreseeable short-term emergencies.

1.1.2 ASSUMPTIONS

- Local resources will be fully employed before committing state assets;
- The Commissioner of Health will be responsible for coordination of all state health and medical services in response to man-made or natural emergencies;
- All Department of Health personnel will remain under direction and control of the Commissioner of Health during any activation of this plan.

1.2 CONCEPT OF OPERATIONS

The scope of medical and health services will be adjusted to the size and type of disaster. For further details concerning response to a medical/health emergency, see the Oklahoma State Department of Health's "Oklahoma Public Health & Medical System Emergency Response Plan (ERP), Version 8.0," approved 080116.

The Oklahoma City- County Health Department will keep the Commissioner of Health, the Director of the Department of Emergency Management and the Director of the Oklahoma Office of Homeland Security informed of the status of medical and health services during emergency operations.

2. ACTIONS

2.1 MITIGATION

- Develop and maintain contingency plans to ensure the continuity of functions;
- Develop and maintain plans for providing health and medical services;
- Promote wellness among Oklahoma County residents with public outreach and education programs and services.

2.2 PREPAREDNESS

- Identify available medical facilities, personnel and medical supplies;
- Conduct training sessions and exercises;
- Ensure administrative and accounting procedures are in place to document actions taken and all costs incurred during emergency operations.

2.3 RESPONSE

- Locate and alert personnel;
- As requested, send a representative to the Midwest City EOC to perform the following functions:
 - Consolidate the incoming health and medical reports and maintain the situation report;
 - Brief the Emergency Management Director and City Manager;
 - Provide information and recommendations;
 - Coordinate the need for and distribution of medical personnel, supplies and services;

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- Coordinate the health needs in congregate shelters and other disaster related facilities with the American Red Cross;
- Coordinate with Department of Mental Health and Substance Abuse Services to ensure mental health, behavioral health, and substance abuse needs are addressed.
- Address specific medical considerations associated with mental health, behavioral health, and substance abuse for incident survivors as well as response workers;
- Coordinate with the Department of Human Services and other state and local response agencies to address medical special needs and enhanced care population needs in a multidisciplinary response effort;
- Coordinate with Oklahoma Medical Reserve Corps (OKMRC) to activate, deploy and track OKMRC volunteers;
- Provide a communication system or personnel to the disaster coordination center at the scene to assist in the coordination of requests for assistance.

2.4 RECOVERY

- Provide advice and support for decontamination measures;
- Inspect food supplies;
- Institute vector control and quarantines to reduce the threat of epidemics;
- Restore medical care and treatment facilities and services;
- Institute immunization programs as required;
- Continue to coordinate health needs in congregate shelters and other disaster related facilities with the American Red Cross.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

All Department of Health personnel will remain under the direction and control of the Commissioner of Health.

3.2 ORGANIZATION

The OCCHD is responsible for maintaining programs to promote wellness, protect health, and prevent disease of the citizens of Oklahoma County, including the City of Midwest City. It accomplishes these missions through planning, education, and a multitude of services. The health department has statutory authority that allows it to enforce codes and ensure the welfare of the population. OCCHD has a select group of staff dedicated to emergency preparedness and response, maintains a cache of response equipment and regularly exercises its response capabilities. During a public health emergency, OCCHD will be the lead response agency.

Alliance Midwest EMS

In cooperation with the Midwest City Fire Department, Alliance Midwest EMS provides emergency medical care and transport to the pre-hospital patient

3.3 ASSIGNMENT OF RESPONSIBILITIES

3.3.1 HEALTH AND MEDICAL SERVICES

- Emergency medical support

- Distribution of medical supplies and services
- Immunization
- Mortuary services

3.3.2 PUBLIC HEALTH ENVIRONMENTAL SERVICES

- Vector control
- Inspection of food supplies
- General sanitation measures
- Activities necessary to resume normal public health community services

3.3.3 DEPARTMENT OF AGRICULTURE, FOOD AND FORESTRY

With assistance from Veterinary Services and when medical facilities are unavailable, permit use of veterinary facilities and equipment for temporary human medical care during extreme emergencies involving mass casualties.

3.3.4 CHIEF MEDICAL EXAMINER'S OFFICE FOR THE STATE OF OKLAHOMA

The Oklahoma Chief Medical Examiner's Office is the primary responsible agency for Fatality Management. The mental health needs of the families of fatalities and the mental health needs of emergency responders affected by the fatalities, will be met according to the Oklahoma Department of Mental Health and Substances Abuse Services "All Hazards Disaster Behavioral Health Plan" (2014).

The disposition and handling of the fatalities will be managed by the Oklahoma State Medical Examiner's Office, with assistance from private mortuary services and transport companies according to the Medical Examiner's "Mass Fatality Plan" (March, 2017). Further, the disposition of fatalities will be aided by the "Mass Fatalities Plan" (Annex F) of the Oklahoma State Health Department's "Oklahoma Public Health & Medical System Emergency Response Plan" (2015).

3.4 DIRECTION AND CONTROL

All health department assets and personnel will remain under the direction and control of the health department.

3.5 CONTINUITY OF GOVERNMENT

Agency line of succession will be in accordance with internal standing operating procedures.

Continuity of Operations for each department will be according to the Continuity of Operations Plan (COOP) developed and published by each department with a primary or secondary mission.

3.6 ADMINISTRATION

The Oklahoma City-County Health Department and Alliance Midwest EMS will update this annex annually, with any needed assistance from the Emergency Management Director.

The County Health Director will make necessary plans and mutual support agreements to fulfill responsibilities outlined by law and this annex.

3.6.1 HEALTH STATISTICS

- The Department of Health will continue to collect and report vital statistics.
- Disease statistics will be collected and reported to appropriate state and federal officials.

3.6.2 TESTING AND INSPECTIONS

All testing, inspections, and surveys will follow normal procedures but will be conducted more frequently.

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ESF #9 SEARCH AND RESCUE



FEMA LIFELINES: Safety and Security

COORDINATING DEPARTMENT: MWC Fire Department

SUPPORTING DEPARTMENTS: MWC Communications and Marketing
MWC Emergency Management
MWC Emergency Communications
MWC Police Department

SUPPORTING PARTNERS: Civil Air Patrol
Mid-Del Amateur Radio Club
Oklahoma National Guard

COUNTY COORDINATING AGENCY: Oklahoma County Sheriff
OK City County Emergency Response Team
Oklahoma County Emergency Management

STATE COORDINATING AGENCY: Oklahoma Department of Public Safety / Oklahoma Highway Patrol
Oklahoma Department of Emergency Management and Homeland Security

FEDERAL COORDINATING AGENCY: US Department of Homeland Security

1. PURPOSE

This ESF provides for coordination of search and rescue activities within the City.

ESF 9 coordinates Search and Rescue (SAR) for the following events:

- Search and Rescue following disasters from major hazards;
- Rescue of trapped persons;
- Searches for missing or lost persons;
- Dragging lakes, rivers, or ponds;
- Searching for downed aircraft;
- Searches for escaped prisoners/ inmates.

Search and Rescue is primarily the responsibility of county, city, town, tribal law enforcement and emergency management. They will prepare and respond in accordance to their emergency operations plans (EOPs) and standard operating procedures (SOPs). This annex establishes primary and support responsibilities for search and rescue operations. Responsible agencies will prepare appropriate internal plans and SOPs to cover all phases of emergency management.

The State of Oklahoma Department of Emergency Management and Homeland Security will coordinate with the federal government for assistance provided through the National Response Framework's (NRF) Emergency Support Function (ESF) #9, Search and Rescue and the National Search and Rescue Plan, and

the State of Oklahoma Agreement with the Air Force Rescue Coordination Center, Langley A.F.B., Virginia.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

- A major disaster or explosion may collapse buildings or structures, necessitating the attempt to locate and extricate trapped survivors;
- Occasionally, people including children and persons with access and functional needs become lost. Those situations require the commitment of large numbers of personnel and equipment;
- Civil Air Patrol and the National Guard can provide ground teams to conduct searches.
- Drownings may require dragging of lakes, rivers, and ponds for body recovery;
- Search and rescue (SAR) missions may be required when an Emergency Locating Transmitter (ELT) signal and/or FAA report of an overdue aircraft is received; a request is made by local government officials for assistance in locating a missing person; and to locate survivors of natural or human caused emergencies.

1.1.2 ASSUMPTIONS

- SAR may involve private, municipal, corporate, county, tribal, state, and/or federal resources to locate and bring to safety persons who are lost, injured, stranded or trapped, and to recover the deceased;
- Search, rescue, and recovery operations may occur underground, on or under water, or in natural or human built structures;
- SAR incidents may be crime scenes and evidence preservation must be considered at all times;
- A potential incident may result in the same level of mobilization as an actual search and/or rescue;
- Assistance from other agencies and the Civil Air Patrol (CAP) will be available, but must be requested.

1.2 CONCEPT OF OPERATIONS

- The Midwest City Fire Department has primary responsibility for coordinating search and rescue efforts involving more than one agency;
- Search and rescue missions will be managed under Incident Command;
- The Fire and Police Departments will coordinate their assigned activities. Each department will maintain control of their SAR responders;
- Specialized rescue units may be required to extricate survivors.

2. ACTIONS

ESF-9 actions are divided among the four phases of emergency management: Mitigation, Preparedness, Response, and Recovery. Activities within these phases are defined as follows:

2.1 MITIGATION

- Develop Search and Rescue (SAR) Standard Operating Guidelines (SOGs) to coordinate local operations with SR resources from other jurisdictions. Review and update SAR SOGs on a regular basis;

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- Participate in developing local and regional mutual aid agreements including volunteer groups;
- Develop SOGs to coordinate County, State, and Federal assistance to support SAR activities.

2.2 PREPAREDNESS

- Prepare for and train in conducting SAR operations;
- Be familiar with the responsibilities of other local and state support agencies. Develop methods to assign response [priorities when multiple calls require simultaneous response, or when limited resources mean that some incidents wait for assistance];
- Participate in Emergency Response exercises with agencies such as the Civil Air Patrol. Exercises are an opportunity to find and correct issues before real incidents.

2.3 RESPONSE

- Send an ESF Coordinator to the EOC when requested by the Emergency Management Director. The Coordinator will attend briefings and coordinate ESF activities with other City departments.
- Determine the extent and nature of the SAR requirements for the emergency as request outside SAR resources as needed;
- Coordinate deployment of K9 and/or dive teams as needed;
- Barricade damaged areas as directed. Provide scene control by limiting access and assisting with evacuation;
- Determine ability to adequately responds and/or the need to request mutual aid, State, and Federal assistance;
- The Incident Commander must make requests for outside resources.

2.4 RECOVERY

- Maintain logs of activities, messages, etc. for use in applying for federal disaster assistance, and for use in after action reports following demobilization;
- Participate in after-action conferences, and improvement plans

Requests for assistance from local government officials in locating a missing person may go to MWC Fire or CAP. Either MWC Fire or CAP may respond and provide aerial and/or ground search assistance.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

For emergency management planning, this annex incorporates the resources of all agencies that have the capabilities to provide direction and/or support for a search and rescue operation.

The City Fire Department is the primary Coordinator of ESF-9.

Other City Departments will support the Fire Department as described.

The organization for providing search and rescue support services for emergency operations are the following: 1. Midwest City Fire Department 2. Department of Public Safety (OHP) 3. Civil Air Patrol (CAP) 4. Oklahoma Military Department (OMD) 5. Department of Agriculture, Food and Forestry

All responding departments and agencies will operate under ICS.

3.2 ASSIGNMENT OF RESPONSIBILITIES

3.3.1 MIDWEST CITY FIRE DEPARTMENT

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- Develop and maintain this annex to the city EOP;
- Develop standard operating procedures (SOPs) and standards for reference by all agencies operating within the SAR system;
- Coordinate assisting resources during a SAR mission;
- Maintain current alert procedures to insure rapid response during SAR operations;
- Provide training to agency personnel regarding SAR operations.

3.3.2 MIDWEST CITY POLICE DEPARTMENT

- Provide traffic control into affected areas;
- Coordinate deployment of K9 and dive teams, and other specialized teams and officers.

3.3.3 MIDWEST CITY EMERGENCY MANAGEMENT

- Track resources and locate specialized rescue equipment that may be available from outside vendors.
- The Emergency Communications Center will coordinate all communication requirements.

3.3.4 PUBLIC WORKS DEPARTMENT

Deploy personnel and equipment in support of SAR activities as requested by the Incident Commander.

3.3.5 INCIDENT COMMANDER

IC will initiate any necessary requests for outside resources, including the Civil Air Patrol.

3.3 DIRECTION AND CONTROL

In all but the most complicated rescues, City responders will handle the rescue situations they encounter. Likely exceptions include searches that require the use of aircraft/helicopters, or those situations where specialized technical rescue capabilities are required.

When SAR operations extend beyond a normal day, reach coordinator and the Incident Commander shall designate his/her replacement and will brief that individual prior to departing the EOC or incident Command Post.

For extensive SAR operations, additional resources may be available through the County and State. Note that the City may be required to augment the State's capabilities by providing resources, including personnel, and communications equipment. Volunteers may be required in large numbers.

3.4 CONTINUITY OF GOVERNMENT

Lines of succession to each department head will be according to the Standard Operating Procedures (SOPs) established by each department with a primary or secondary mission.

Continuity of Operations for each department will be according to the Continuity of Operations Plan (COOP) developed and published by each department with a primary or secondary mission.

3.5 ADMINISTRATION

City of Midwest City Emergency Operations Plan

The Midwest City Fire Chief will review and update this annex annually, with any needed assistance from the Emergency Management Director.

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ESF #10 OIL AND HAZARDOUS MATERIALS



FEMA LIFELINES: Hazardous Materials

COORDINATING DEPARTMENT: MWC Fire Department

SUPPORTING DEPARTMENTS: MWC Communications and Marketing
MWC Emergency Management
MWC Emergency Communications
MWC Police Department
MWC Public Works

SUPPORTING PARTNERS: Alliance EMS

COUNTY COORDINATING AGENCY: Oklahoma City-County Health Department

STATE COORDINATING AGENCY: Oklahoma Medical Examiner
Oklahoma Department of Emergency Management and
Homeland Security
Oklahoma Department of Environmental Quality

FEDERAL COORDINATING AGENCY: US Environmental Protection Agency

1. PURPOSE

The purpose of this annex is to insure a coordinated and effective effort is made to remove or reduce the threat to public health and safety resulting from an incident involving hazardous materials. The City will coordinate with The Department of Environmental Quality, and federal government when necessary, for assistance provided through the National Response Framework's (NRF) Emergency Support Function (ESF) #10, Oil and Hazardous Materials Response.

1.1 SITUATIONS AND ASSUMPTIONS

1.1.1 SITUATION

- Hazardous materials are produced, transported, used and stored throughout the city;
- Accidents or incidents involving hazardous materials are one of the most common emergencies throughout Oklahoma. Releases can occur as a result of several reasons, including:
 - Technical and equipment malfunctions
 - Physical damage due to disasters and/or disrepair
 - Secondary result of another disaster
 - Sabotage or terrorist acts
- Hazardous material releases require swift and decisive action by emergency personnel.

1.1.2 ASSUMPTIONS

- Emergencies involving hazardous materials are usually confined to a localized area.;
- Emergency personnel will respond in their normal area of operation;
- It is the responsibility of the Owner/Operator to notify the National Response Center of any releases that fit into one or more of the reportable categories;
- Response to any act of sabotage or terrorism will also involve ESF 13, as well as any other state or federal law enforcement agencies that may be indicated by state or federal law.

1.2 CONCEPT OF OPERATIONS

- In all hazardous materials incidents, responders will always adhere to the following priorities: (1) Life Safety, (2) Incident Stabilization and (3) Property Conservation. For hazardous material incidents within corporate municipal limits, local government officials will, to the extent of available resources and capabilities, isolate and restore the area to normal, relying on the owner, supplier, vendor, shipping agent, carrier or the “primarily responsible party” (PRP) to remove the hazard if feasible.
- On private property outside of corporate limits, the initial contact point is the closest municipal fire department or law enforcement agency. Outside corporate limits on federal/state highways, public property, county roads, or railways, the Incident Commander shall be the Oklahoma Highway Patrol (OHP). While primary response is at the local or OHP level, all incidents may require additional action at the state level as indicated in the task assignments that follow.
- In most incidents, state level involvement is usually limited until the scope of the disaster exceeds local government capabilities. However, state level involvement may occur at any time since the state has certain jurisdictional responsibilities, complex federal and state statutes to enforce, and technical expertise that may not be available at the local level. Moreover, several state agencies are routinely involved in the mitigation of the impact of hazardous materials incidents on a day-to-day basis.
- In compliance with the Superfund Amendments and Reauthorization Act of 1986 (SARA), the Governor of Oklahoma has appointed the Oklahoma Hazardous Materials Emergency Response Commission to oversee the preparation of hazardous material emergency planning within the State. The City of Midwest City participates in the Oklahoma County LEPC.

1.2.1 LOCAL EMERGENCY PLANNING COMMITTEES

LEPCs within each district will be responsible for:

- Providing information to the public on the nature, amount and location of hazardous materials within the district.
- Developing a comprehensive emergency response plan to respond to accidental releases or spills of hazardous materials within the districts. Such plans shall be incorporated into the Emergency Operations Plan (EOP).
- Overseeing the reporting of the presence of hazardous materials within the district by those persons or firms using or storing the material.

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- Obtaining site-specific information from facilities subject to emergency planning to protect the public in the event of accidental release of hazardous materials allowed by law. This planning information will be incorporated into the LEPC district's plan as appropriate.
- Provide information to the public, as requested, on the nature and location of hazardous materials within Oklahoma covered under the law.

The State of Oklahoma has adopted the provisions of 49 CFR covering all facets of hazardous material transportation within the state. The Oklahoma Department of Emergency Management and Homeland Security facilitates training courses to qualify first responders and local planning district members in Hazardous Materials operations and planning requirements. The agency also identifies and coordinates the mobilization resources to be used in the event of a hazardous material incident that exceeds the resources of local government.

2. ACTIONS

2.1 MITIGATION

- The City will develop procedures and policies concerning self-protection measures to be taken during hazardous materials operations (commensurate with the level of response), including:
 - The use of appropriate levels of Personal Protective Equipment (PPE) and the use of Self-Contained Breathing Apparatus (SCBA).
 - The use of the Incident Command Structure (ICS)
 - The recognition and identification of hazardous materials and their dangers.
 - The application of other appropriate protective actions on a case by case basis.
 - Participation in the County LEPC

2.2 PREPAREDNESS

- Public education/orientation;
- Train and exercise emergency response personnel;
- Develop plans and procedures for response to incidents;
- Identify sources of equipment and supplies;
- Ensure administrative and accounting procedures are in place to document actions taken and all costs incurred during emergency operations.

2.3 RESPONSE

- The Midwest City Fire Department will be the primary City Department to respond to all hazardous material incidents and will provide resources needed to protect life, property, and the environment;
- The Fire Department will provide a coordinator to the EOC as requested by the Emergency Management Director;
- Initiate response operations in accordance with the current Hazardous Material Response Plan;
- Provide technical expertise needed to confine, control, and neutralize hazardous material releases;
- Maintain documentation of releases as notified by local hazardous materials users;

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- Request that State agencies provide resources needed to protect life, property and the environment not readily available to local government.

2.4 RECOVERY

- Monitor and survey release site to determine continued threat to the public, when required;
- Consult legal counsel to:
 - Determine liability;
 - Determine ability to recover damages;
 - Determine means of resolving disputes.
- Monitor long-term clean-up operations by Owner/Operator. Establish standards to ensure public safety in coordination with Federal authorities.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

The tasks and responsibilities that are noted below pertain only to this plan and do not include the full scope of activities carried out by agencies in the enforcement of environmental statutes.

- Support Agencies When activated by the EOC and while operating under the city EOP, the following departments/agencies will perform the listed functions as necessary. This list of participating agencies is not all inclusive and other agencies may be activated under the authority of the EOP.

3.2 CONTINUITY OF GOVERNMENT

Lines of succession to each department head will be according to the Standard Operating Procedures (SOPs) established by each department with a primary or secondary mission.

Continuity of Operations for each department will be according to the Continuity of Operations Plan (COOP) developed and published by each department with a primary or secondary mission.

3.3 ASSIGNMENT OF RESPONSIBILITIES

The Oklahoma Military Department (OMD) has the 63rd Weapons of Mass Destruction Civil Support Team that has the ability to detect and identify most chemicals. This is a very limited asset for the state and may be unavailable due to national tasking. The Oklahoma Department of Emergency Management will coordinate requests for assistance.

3.4 CONTINUITY OF OPERATIONS

Continuity of Operations for each department will be according to the Continuity of Operations Plan (COOP) developed and published by each department with a primary or secondary mission.

3.5 ADMINISTRATION

The Midwest City Fire Chief will review and update this annex annually, with any needed assistance from the Emergency Management Director.

4. RADIOLOGICAL INCIDENT OPERATIONS

This section provides actions to be taken by all response personnel in the event of an accident or incident involving radioactive materials.

4.1 SITUATION AND ASSUMPTIONS

4.1.1 SITUATION

The widespread use of radioactive materials in our society creates the potential for accidents. These incidents include transportation accidents involving radioactive materials as well as the mishandling of source material at industrial sites and the exposure to radiological materials used in the medical community. In each case, first responders' tasks are complicated by the presence of radioactive material.

4.1.2 ASSUMPTIONS

Emergency response organizations will continue to qualify people in radiological monitoring and provide training in radiological operations.

Emergency response organizations will have access to radiation detection instruments.

4.2 CONCEPT OF OPERATIONS

4.2.1 IDENTIFICATION

At industrial or medical locations, site employees must identify the location(s) of radiation sources. Package labels and/or yellow storage containers may also indicate the presence of radioactive materials.

4.2.2 REPORTING INSTRUCTIONS

An accident involving the release/spilling of radiological materials (as with other hazardous materials) should be reported to the County Department of Environmental Quality and the Oklahoma Department of Environmental Quality, at 1-800-522-0206. Be prepared to provide the following information:

1. Incident location
2. Number and type of injuries if any
3. Name of carrier for transportation accidents and any placarding information
4. Type of radioactive material present if available (From shipping papers, package labels or employees.)
5. Amount of radioactivity in curies if known
6. Physical form of the material (liquid, solid or gas)

4.2.3 OPERATIONAL PROCEDURES

Consult the Emergency Response Guidebook (available on the internet at <http://hazmat.dot.gov/gydebook.htm>) for operations upon identification of a radiological hazard.

4.2.4 DETECTION AND MONITORING

Local personnel (Midwest City Fire or Emergency Management) will notify the Oklahoma Department of Environmental Quality.

DEQ as the State Warning Point, upon notification, will contact the DEQ Emergency Response Coordinator/ESF #10 coordinator and State Emergency Operations Center (SEOC)..

Notices received will be forwarded to the DEQ's Emergency Response Coordinator and State EOC. DEQ will sample, analyze and evaluate radiological agents in soils, vegetation and water and transmit this information to the Incident Commander and EOC.

4.3 DIRECTION AND CONTROL

Primary responsibility rests with Mayor of Midwest City or City Manager, or the senior Fire official, as appropriate, at the location. As in all local incidents, representatives from other organizations serve only in an advisory or support role.

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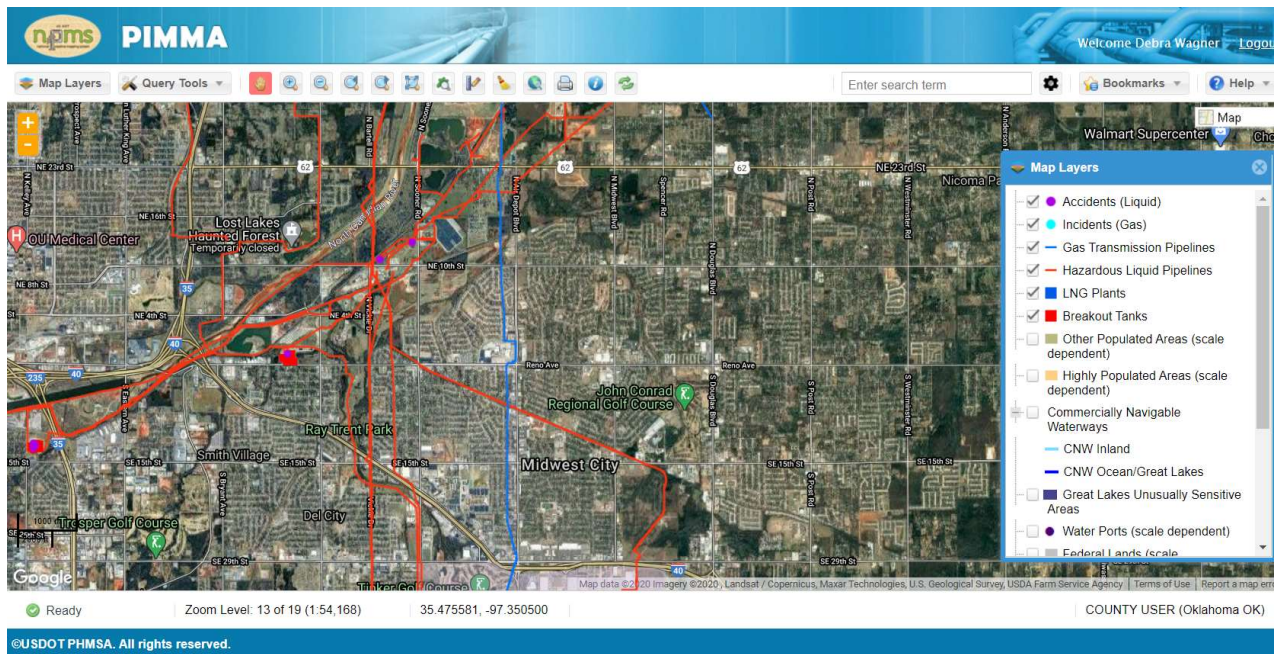


Figure 1. Local pipeline map

ESF #11 AGRICULTURE AND NATURAL RESOURCES



FEMA LIFELINES: Food, Water, Shelter; Health and Medical

COORDINATING DEPARTMENT: MWC Animal Welfare

SUPPORTING DEPARTMENTS: MWC Communications and Marketing
MWC Emergency Management
MWC Emergency Communications
MWC Parks and Recreation
MWC Police Department
MWC Public Works

SUPPORTING PARTNERS: American Red Cross
Mid-Del Schools
OKVOAD

COUNTY COORDINATING AGENCY: Oklahoma City-County Health Department
Oklahoma County Emergency Management

STATE COORDINATING AGENCY: Oklahoma Department of Agriculture, Food, and Forestry
Oklahoma Medical Reserve Corps

FEDERAL COORDINATING AGENCY: US Department of Agriculture

*Any outside assisting agencies or groups operating during a disaster will only serve under appropriate incident command and in cooperation with local, regional or State Emergency Management officials as appropriate.

1. PURPOSE

This Emergency Support Function (ESF) identifies, secures, and delivers food assistance following a major disaster, as well as provides for disease prevention, and the well-being of household pets.

ESF 11 coordinates the following activities: 1. Locating and obtaining food supplies, 2. Transporting food supplies to staging areas or affected areas, 3. Distributing food to disaster survivors and emergency workers, 4. Provides for safety and well-being of household pets and non-commercial livestock, 5. Ultimate disposition of deceased or unclaimed animals.

1.1 SITUATIONS AND ASSUMPTIONS

1.1.1 SITUATION

- Natural or manmade emergencies could occur within the boundaries of the City of Midwest City that could require the coordinated use of all veterinary resources available;
- Some disasters, particularly floods or earthquakes, create situations where survivors cannot gain access to food. Additionally, electric and gas supply interruptions will eliminate the ability to properly prepare food for human consumption;

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- Foreign Animal Diseases, as well as certain zoonotic diseases, as incidents of national significance, activate ESF #11 of the National Response Framework (NRF).

1.1.2 ASSUMPTIONS

- After a disaster, a significant percentage of City residents may be unable to secure and/or prepare food for themselves and their families;
- The food transportation/delivery network may be damaged or disrupted due to disaster;
- Locally available food sources may become contaminated or infected. The State Department of Agriculture will assist the City ESF 11 Coordinator to obtain bulk food, especially federal surplus food commodities;
- All City emergencies involving veterinary services and animal care will be supported by the Oklahoma Department of Food, Forestry and Agriculture (ODAFF). The ODAFF represents animal health concerns of the state and maintains close liaison with the USDA/APHIS/VSOVMA, OSDH, and other departments or agencies representing veterinary medicine, public health, agriculture, native and nonnative wildlife, humane societies, and animal welfare agencies;
- The ODAFF has statutory authorities with regard to agriculture, animal agriculture, animals and safe food production concerns in the state and maintains close liaison with USDA/APHIS, the Department of Health and other departments, Tribal Authorities and agencies representing veterinary medicine, public health, agriculture, native and non-native wildlife, humane societies, and animal control agencies;
- The Incident Command System (ICS) will be utilized and the Commissioner of Agriculture or other appropriate ODAFF authority (Division Director) or his/her designee will assign a qualified Incident Command Team with proper Delegation of Authority to manage response activities. All incident responders are to be part of the existing Incident Command Structure.

1.2 CONCEPT OF OPERATIONS

Midwest City Animal Welfare manages companion animal issues within the City, as well as addressing issues with wild animals as needed. Services provided by MWC Animal Welfare include:

- Adoptions
- Lost and Found
- Permitting
- Sheltering
- Volunteer opportunities

Midwest City Animal Welfare is a Division of the Police Department, and is currently located at 7221 NE 36th Street.

2. ACTIONS

Actions for ESF-11 are divided into four phases; mitigation, preparedness, response, and recovery. Activities within these phases are defined as follows:

2.1 MITIGATION

- Develop procedures to assess feeding needs (current and projected) in the City.
- Develop database and assess feeding capabilities at individual sites preselected as potential shelter sites;
- Develop procedures for obtaining damage assessments of food and dairy production;

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- Develop plans, procedures, and organizational structure needed to ensure that domestic animals and native and non-native wildlife are effectively controlled and cared for in the event of an emergency;
- Develop a network of state and local government offices, non-government organizations, and volunteers to assist in the preparation and operational phases of emergency veterinary services and animal care.

2.2 PREPAREDNESS

- Prepare and maintain current list of personnel, materials and their locations needed to accomplish their assigned responsibilities;*
- Develop contingency plans for the personnel of the Department to insure their safety and the continuity of the functions of the Department;*
- Develop plans for personnel of the Department to report their location and readiness for duty.*
- Develop plans for the resumption of the Departmental functions with a minimum of disruption, including relocation of the department, if required;*
- Ensure that administrative and accounting procedures are in place to document all actions taken and all costs incurred during emergency operations;*

*In accordance with the SOPs established in the ODAFF Continuity of Operations Plan (COOP).

2.3 RESPONSE

- Send a coordinator to the EOC at the request of the Emergency Management Director to perform the following duties:
 - Attend briefings and coordinate activities with other City, County, and State departments;
 - Maintain logs of activities, messages, etc.;
 - Initiate internal notification and recall actions.
- Coordinate with the Incident Command to determine feeding needs in affected areas to arrange for procurement of food items for use in supporting disaster response requirements.
- Arrange for emergency feeding at shelter sites, staging areas, or in other identified areas.
- Request that state or national Red Cross food acquisition procedures be started.
- Following notification of an emergency by OEM of any type of emergency potentially involving animals, will perform the following functions:
 - Select and contact appropriate animal care personnel;
 - Designate personnel authorized to enter disaster area, provide updated information to OEM.
- Consolidate incoming animal management reports and maintain situation reports;
- Coordinate with other governmental authorities in establishment of emergency aid stations and staging of emergency relief;
- Coordinate with other governmental authorities in any evacuation operations;
- Cooperate with other governmental authorities for equipment use and transportation;
- Coordinate with law enforcement personnel in providing security for veterinary medical facilities and supplies;
- Coordinate with public information operations to communicate alert status, volunteer mobilization, and casualty and damage information;
- Temporarily arrange for or provide food, water, shelter, and medical care for all affected animals;

- Recommend methods of proper disposal of deceased animals in coordination with ODAFF and OCCHD;
- Coordinate initial identification and rescue efforts to facilitate reunification of displaced animals with their owners;
- Coordinate distribution of donated resources such as pet food and veterinary supplies.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

In most emergencies, i.e. tornadoes, fires, etc., the local America Red Cross Chapter and other agencies will distribute food and water to survivors, either in shelters or in the field. The ARC has the ability to obtain large quantities of food in most cases. In larger disaster, however, larger numbers of survivors will greatly tax the local ability to feed people. County and State assistance may be required.

3.2 ORGANIZATION

ESF-11 is part of the Operations Section.

3.3 ASSIGNMENT OF RESPONSIBILITIES

3.3.1 MWC ANIMAL WELFARE

Provide rescue and shelter for displaced companion animals.
Coordinate animal identification and reunification
Disposition of unclaimed animals

3.3.2 AMERICAN RED CROSS/OKVOAD

- Develop planning information for ESF-11 and School District concerning the potential need for food preparation, storage, and delivery during disasters;
- Provide feeding services at shelter locations throughout the City

3.3.3 THE OKLAHOMA DEPARTMENT OF AGRICULTURE, FOOD, AND FORESTRY (ODAFF)

- Animal Industry Services – Lead division for animal disease and pest response, support for zoonotic disease response. Oversight to and assist with protection of household pets and non-commercial livestock in evacuations and other responses;
- Consumer Protection Services (CPS) – Lead division for plant disease and pest response.
- Food Inspection – Lead division in assuring the safety and security of the commercial food supply;
- Agriculture Environmental Management Services (AEMS) – Lead division addressing protection of natural resources in these scenarios;
- The Oklahoma State Animal Response Team (OSART or SART), as a functional entity within the Oklahoma Veterinary Medical Association and the Oklahoma Medical Reserve Corps, will focus upon and assist regions, counties, local and/or private entities in preparing for and conducting

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animal response activities focused upon companion animals and non-commercial livestock. County Animal Response Teams (CARTs) are encouraged to organize, prepare for, and conduct such activities.

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ESF # 12 ENERGY



FEMA LIFELINES: Energy

COORDINATING DEPARTMENT: MWC Public Works

SUPPORTING DEPARTMENTS: MWC Communications and Marketing
MWC Emergency Management
MWC Emergency Communications
MWC Parks and Recreation
MWC Police Department

SUPPORTING PARTNERS: Oklahoma Gas & Electric
Oklahoma Natural Gas

COUNTY COORDINATING AGENCY: Oklahoma County Emergency Management

STATE COORDINATING AGENCY: Oklahoma Department of Emergency Management and Homeland Security

FEDERAL COORDINATING AGENCY: US Department of Energy

1. PURPOSE

The purpose of this annex is to facilitate planning and communication with the major utility providers in the City. This process should occur prior to emergencies, during the actual restoration of energy systems damaged by a disaster, and during recovery operations after the majority of energy customers have been restored.

“Energy” systems, within the scope of this function group, include:

Power generating, transmission grid, electrical distribution facilities, and local electricity providers

Natural gas and other pipeline systems that traverse the City.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

Disasters can destroy or seriously damage major energy lifelines, thereby curtailing or eliminating the supply of electricity and/or natural gas to survivors of an incident.

A petroleum shortage can create major problems as a result of resource shortages within the City.

1.1.2 ASSUMPTIONS

A significant disaster may produce long periods of time where electrical service to City customers is interrupted. This will reduce communications capabilities, degrade traffic control activities, and have other widespread impacts on public safety.

A disaster could damage natural gas and petroleum product pipelines, substantially reducing or eliminating the availability of these products in affected areas.

1.2 CONCEPT OF OPERATIONS

Midwest City Public Works is the coordinating department for this ESF. However, due to the many different aspects, sources and needs of various types of energy there are shared responsibilities necessary to insure the public needs are met.

2. ACTIONS

Actions for ESF-12 is divided into four phases, mitigation, preparedness, response, and recovery. Activities within these four phases are as follows:

2.1 MITIGATION

- Develop/review and update emergency energy plans and procedures;
- Develop procedures for assessing damages to local utility distribution systems, and pipeline /delivery systems in the City;
- Coordinate with the State with respect to the development of regional energy plans and programs for dealing with disaster effects on statewide power transmission networks;
- Maintain/update energy transportation pipeline maps as appropriate;
- Establish and maintain directory of energy supplier's emergency liaison personnel;
- Maintain restoration of service plans for regulated electric, natural gas, telephone (landline and wireless) and water;
- Arrange mutual aid agreements with neighboring power generators for assistance during emergency periods.

2.2 PREPAREDNESS

- Participate in local and state emergency preparedness exercises , include emergency response organizations to enhance communications;
- Organize and train personnel into emergency response teams to move and work at the Emergency Operations Center and incident locations;
- Train personnel designated to report to incident locations in emergency procedures;
- Ensure that administrative and accounting procedures are in place to document actions taken and all costs incurred during emergency operations.

2.3 RESPONSE

- Survey disaster area and evaluate the situation and submit report (SITREP) to the EOC in terms of damage to immediate and long-term energy needs;
- ESF-12 shall send a coordinator to the EOC at the request of the Emergency Management Director to perform the following duties;
- Attend briefings and coordinate activities with other City, County, and State departments;
- Initiate internal notification and recall actions;
- Complete notification/call out actions;

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- Begin system restoration;
- Request mutual aid, if necessary;
- Coordinate with private and public utility companies to determine if repair efforts will be adequate or if additional assistance from state or federal resources will be required for damaged facilities;
- Maintain logs of messages, activities, and costs incurred during repair operations.
- Initiate necessary actions to request any state or federal assistance if required.
- Submit SITREPS to the EOC as requested/required;
- Coordinate public, private and volunteer activities for the repairs to area utility activities.
- Determine status of power supplies at critical facilities and initiate communications with local energy providers to arrange for rapid restoration.
- Determine long-term energy requirements for the affected area and initiate long-term recovery plan.
- Assist ESF-5 (Emergency Management) in acquiring and delivering generators to those critical facilities for which power restoration will take an unacceptable amount of time.

2.4 RECOVERY

- Participate in compiling after-action reports and critiques;
- Make necessary changes and improvements to emergency operations plans.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

For planning, this annex incorporates the assets of all agencies and activities that would normally have the capability to assist in the mitigation, preparedness, response, and recovery of energy related emergency operational functions.

In the immediate aftermath of an emergency, local utility providers will assess the scope of damage to their systems and estimate length of repairs. They will communicate this information to the Emergency Management Director at the earliest opportunity. Emergency Management understands that crews must physically assess the entire system before reporting on the complete extent of any disaster.

City department heads and local utility companies with primary or secondary emergency functions will organize, assign, train, and exercise the key personnel in their respective agencies to effectively conduct emergency operations.

3.2 ORGANIZATION

ESF-12 is part of the Operations Section.

3.3 ASSIGNMENT OF RESPONSIBILITIES

3.3.1 MIDWEST CITY PUBLIC WORKS

- Provide support for ESF 12;
- Assist with damage assessment for City utility connections.

3.3.2 MIDWEST CITY EMERGENCY MANAGEMENT

Coordinate distribution of generators to sites where critical needs exist and restoration will be delayed.

3.3.3 PUBLIC UTILITIES

Each type of utility will review their damaged areas and determine if outside resources are necessary.

- Oklahoma Gas and Electric
- Oklahoma Natural Gas
 - Have own mutual aid agreements and may provide assistance to municipal-owned gas systems.
- LP Gas. Emergency incidents shall be directed to the Liquefied Petroleum Gas Board, (405) 521-2458.

3.3.4 OKLAHOMA COUNTY EMERGENCY MANAGEMENT

The Oklahoma Department of Emergency Management will operate the EOC, coordinate and manage communications capabilities within the EOC, and provide other assistance as requested.

3.3.5 THE DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

DEQ has primary responsibility to provide guidance and support to the response and recovery from hazardous material incidents (except as provided by the OCC) in accordance with state and federal regulations.

In the event of emergency incidents involving LP Gas (known as Propane), the LP Gas Administration will become the lead agency for this annex and will perform those responsibilities. In addition, the LP Gas Administration will assist with rerouting and redistribution of LP gas resources as required.

3.4 DIRECTION AND CONTROL

The administrative heads of supporting departments and agencies listed in this annex will direct all activities within their respective areas in connection with utility and energy restoration.

3.5 CONTINUITY OF OPERATIONS

- Lines of succession within each department are in accordance with the SOPs established by each department.
- Continuity of Operations for each department will be in accordance to the Continuity of Operations Plan (COOP) developed and published by each department with a primary or secondary mission.

3.6 ADMINISTRATION

The Midwest City Public Works Director, in collaboration with Public Utility partners, will review and update this annex annually, with any needed assistance from the Emergency Management Director.

City of Midwest City Emergency Operations Plan

Pipeline Operator ID & Name	Person to Contact	Contact Address	Phone / Fax / Email	Public Awareness URL
22610 - MAGELLAN PIPELINE COMPANY, LP	Bob Miller (Supervisor Real Estate Services)	One Williams Center OTC- 8, Tulsa, OK 74172	Phone: (918) 574-7393 Fax: Email: Bob.Miller@magellanlp.com	
26085 - PLAINS MARKETING, L.P.	BRYAN FERGUSON (MGR GIS/DATA INTEGRATION)	333 CLAY STREET SUITE 1600, HOUSTON, TX 77002	Phone: (713) 646-4308 Fax: Email: bcferguson@paalp.com	
300 - PLAINS PIPELINE, L.P.	BRYAN FERGUSON (MGR GIS/DATA INTEGRATION)	333 CLAY STREET SUITE 1600, HOUSTON, TX 77002	Phone: (713) 646-4308 Fax: Email: bcferguson@paalp.com	
31684 - PHILLIPS 66 PIPELINE LLC	Todd Tullio (Manager, DOT Compliance)	2331 Citywest Blvd HQ-08-S820- 05, Houston, TX 77043	Phone: (832) 765-1636 Fax: Email: Todd.L.Tullio@p66.com	https://www.phillips66pipeline.com/
31711 - SOUTHERN STAR CENTRAL GAS PIPELINE, INC	Jon Tabor (Leader, Integrity Management and PHMSA Compliance)	4700 Highway 56, Owensboro, KY 42301	Phone: (270) 852-4417 Fax: (270) 852-5016 Email: Jon.Tabor@southernstar.com	https://www.southernstar.com/safety/pipeline-safety/
99999 - ABANDONED	NPMS STAFF		Phone: (703) 317-6294 Fax: Email: npms@dot.gov	https://www.npms.phmsa.dot.gov/

Table 2. Pipeline Contacts. Not for Public Distribution.

ESF #13 LAW ENFORCEMENT



FEMA LIFELINES: Safety and Security

COORDINATING DEPARTMENT: MWC Police Department

SUPPORTING DEPARTMENTS: MWC City Attorney
MWC Communications and Marketing
MWC Emergency Management
MWC Emergency Communications
MWC Public Works

SUPPORTING PARTNERS: Del City Police Department
Nicoma Park Police Department
Oklahoma City Police Department
Edmond Police Department
Spencer Police Department
Office of the Attorney General
Office of Inspector General
Oklahoma Military Department

COUNTY COORDINATING AGENCY: Oklahoma County Sheriff's Department

STATE COORDINATING AGENCY: Oklahoma State Bureau of Investigation
Oklahoma Department of Public Safety

FEDERAL COORDINATING AGENCY: US Department of Justice- Federal Bureau of Investigation

1. PURPOSE

This Emergency Support Function (ESF) establishes responsibility for public safety and security during periods of natural or man-made emergencies within the City. Responsible agencies will prepare appropriate internal plans and Standard Operating Procedures (SOPs) to cover all phases of emergency management.

The Midwest City Police Department is the coordinating agency for this ESF. Emergency responders will always adhere to the following priorities: (1) Life Safety, (2) Incident Stabilization and (3) Property Conservation.

This ESF provide for an orderly flow of traffic in and around areas affected by emergencies, for the security of survivors and emergency workers, for operation of City jails and detention facilities during emergencies, and for the evacuation of residents and/or emergency workers as needed.

Understanding the importance of and identifying the locations of critical infrastructure is very important to being prepared to protect or replace them as necessary.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

Emergency operations for law enforcement personnel are simply an expansion of their normal daily responsibilities. They include maintaining law and order, traffic, and crowd control. The Midwest City Police Department is the primary organization in this ESF.

1.1.2 ASSUMPTIONS

The Midwest City Police Department will have the primary responsibility for coordination of law enforcement efforts within the boundaries of the City of Midwest City.

Supporting agencies will provide assistance when mutual aid is requested.

Assistance from state agencies, such as the Oklahoma Department of Public Safety, (DPS) Oklahoma State Bureau of Investigation (OSBI), Oklahoma Bureau of Narcotics (OBN), Department of Wildlife Conservation, Office of the State Attorney General, Alcoholic Beverage Law Enforcement Commission, Department of Agriculture, Food and Forestry, Oklahoma Tourism and Recreation Department, Department of Corrections, Fire Marshal, Oklahoma Department of Human Services, Office of Inspector General, and Oklahoma Military Department will be made available when requested through proper channels.

The Oklahoma Office of Homeland Security will coordinate homeland security efforts with jurisdictions in the State of Oklahoma, including initiatives to prevent, reduce our vulnerability and prepare to respond and recover from any terrorist attacks.

1.2 CONCEPT OF OPERATIONS

When emergencies require implementation of this plan, the Chief of Police is responsible for maintenance of law and order, protection of lives and property, and control of traffic and search and rescue operations. He will serve as coordinator for all law enforcement agencies that provide assistance.

2. ACTIONS

2.1 MITIGATION

Mitigation may include but are not limited to arranging for backup services, alternate means of communication, additional facility security, alternate highway routes, protection of facilities/stations with barriers/blockades, backup power, safety glass for windows or basic employee awareness of possible threats.

- Maintain mutual support agreements with other agencies and service organizations required to respond during times of emergencies;
- Evaluate state installations and public utilities and determine which will require protection. Update security plans accordingly;
- Maintain and update alert plan to ensure notification of off duty personnel;
- Review Traffic control plans for emergencies annually, with any needed assistance from the Emergency Management Director, and update as needed.

2.2 PREPAREDNESS

- Planning with ESF-13 supporting partners and other ESFs to refine law enforcement and security operations;

City of Midwest City Emergency Operations Plan

- Conducting training and exercises for law enforcement and supporting partners;
- Preparing and maintaining emergency SOPs/SOGs, resource inventories, personnel rosters, and resource mobilization information necessary for implementation of Lead agency responsibilities;
- Developing, coordinating, and presenting training courses for ESF-13 personnel;
- Developing protocols for frequently provided services;
- Maintaining liaison with support partners;
- Conducting vulnerability analyses at critical facilities and making recommendations to improve the physical security, resiliency and sustainability of those facilities;
- Developing and testing appropriate alert plans, both internal and external;
- Conducting all-hazards exercises with ESF-13 and partners

2.3 RESPONSE

ESF 13 shall send a coordinator to the EOC at the request of the Emergency Management Director to perform the following duties:

- Attend briefings and coordinate activities with other City, County, and State departments;
- Initiate internal notification and recall actions;
- Maintain logs of messages, activities, and costs incurred during response operations.

Activate appropriate traffic control, security and search and rescue operations plans.

Activate mutual support agreements as required.

Provide SITREPS to the EOC as requested

This situation analysis continues throughout the response and short-term recovery phase and should include the following:

- A general description of the situation as it pertains to ESF #13 and an analysis of the ESF's operational support requirements;
- A prioritized listing of significant actions that the ESF #13 will initiate to provide operational support;
- Initiate notification of the required personnel and support organizations to achieve the required level of response;
- Mobilize resources and coordinate response for approved mission assignments;
- Prepare electronic briefings on status of ESF #13 response operations;
- Prepare an ESF #13 After-Action Report (AAR) to identify lessons learned and improvements needed.

2.4 RECOVERY

- Return to normal operations as dictated by the situation.
- Demobilize personnel according to demobilization plan.
- Participate in compiling after-action reports and critiques.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

City of Midwest City Emergency Operations Plan

For planning, this annex incorporates the assets of all agencies that would normally have the capability to provide for law enforcement search and rescue, traffic or crowd control and public safety.

3.2 ORGANIZATION

The organizations responsible for providing law enforcement and related support services for emergency operations are:

1. Oklahoma County Sheriff's Office
2. Other local police and sheriff agencies
3. Department of Public Safety (Oklahoma Highway Patrol)
4. Office of the State Attorney General
5. Oklahoma State Bureau of Investigation
6. Alcoholic Beverage Laws Enforcement Commission
7. Oklahoma Military Department
8. Department of Agriculture, Food and Forestry
9. Oklahoma Tourism and Recreation Department
10. Wildlife Conservation Commission
11. Department of Corrections
12. Fire Marshal
13. Oklahoma Bureau of Narcotics
14. Oklahoma Department of Human Services, Office of Inspector General
15. Chief Medical Examiner
16. Department of Emergency Management
17. Oklahoma Office of Homeland Security

3.3 ASSIGNMENT OF RESPONSIBILITIES

3.3.1 MIDWEST CITY POLICE DEPT.

- Exercise coordination and/or supervision of all traffic control, search and rescue operations; security operations, riot control operations and other law enforcement requirements within city limits;
- Prepare law enforcement plans such as traffic control, crowd control, and area and installation security;
- Designate key personnel to operate from the Emergency Operations Center.
- Monitor communications for warnings
- Provide security for key facilities; not listed for security reasons.
- Provide warnings to affected areas when localized flood conditions exist.
- Provide for the security, protection, and relocation of jail inmates.
- Prepare mutual support agreements with other agencies or departments who may render or request assistance.
- Maintain SOPs to ensure immediate response.

3.3.2 CITY ATTORNEY

- Provide a legal representative to the Emergency Operations Center as requested;

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- Provide legal advice to the City Manager or Emergency Management Director Staff on the legality or interpretation of laws and regulations relative to disaster remedial or relief actions.

3.3.3 MWC PUBLIC WORKS

- Provide barricades and other traffic control devices as needed

3.3.4 OKLAHOMA COUNTY SHERIFF

- Coordinate all law enforcement in the county;
- Disseminate warnings throughout the county as needed;
- Coordinate relocation traffic control;
- Coordinate mutual aid agreements;
- Support emergency public safety activities;
- Provide for the security, protection, and relocation of inmates in county custody;
- Rural search and rescue operations outside the jurisdiction of Midwest City

3.3.5 63RD CST

The 63rd WMD Civil Support Team, available through the Military Department, is capable of detecting and identifying most biological, chemical and nuclear agents.

- The OKNG will retain an NGRF (National Guard Reaction Force), consisting of a Quick Reaction Force (QRF) which will on orders, Alert, Assemble, and Deploy within 4 hours and a Follow on Force (FOF), which will on orders, Alert, Assemble, and Deploy within 24 hours in order to prevent or respond to natural disasters, terrorist attacks or incidents in support of civil authorities within the borders of Oklahoma and/or the United States;
- Submit reports as required by the Emergency Management Director, Midwest City Police Department, and own local SOPs;
- Designate one representative to operate from the Emergency Operations Center;
- Maintain current SOP to be used in emergency operations.

The Oklahoma State Bureau of Investigation (OSBI) will be the primary State Coordinating Agency with the Federal Bureau of Investigation (FBI) to coordinate assistance as needed during a terrorist incident.

The Oklahoma Office of Homeland Security (OKOHS) is the primary point of contact for homeland security related issues at the state and local levels and has developed State Regional Weapons of Mass Destruction (WMD) and Hazardous Material Response Teams.

Each department and agency with responsibilities concerning national, state and/or community infrastructure should identify such infrastructure and take actions to mitigate the results of a possible act of terrorism on those capabilities.

3.4 CONTINUITY OF OPERATIONS

The Midwest City Police Department, in coordination with all law enforcement agencies and law enforcement support agencies identified above will develop succession of leadership plans in support of emergency operations.

Continuity of Operations for each department will be in accordance with Continuity of Operations Plan (COOP) developed and published by each department.

3.5 ADMINISTRATION

The Midwest City Police Chief will review and update this annex annually, with any needed assistance from the Emergency Management Director.

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ESF #14 LONG TERM COMMUNITY RECOVERY AND MITIGATION



FEMA LIFELINES: All

COORDINATING DEPARTMENT: Midwest City Emergency Management

SUPPORTING DEPARTMENTS: MWC Public Works
MWC Public Information
MWC Grants Management
MWC Parks and Recreation
MWC Communication and Marketing

SUPPORTING PARTNERS: American Red Cross
The Salvation Army
OKVOAD
Oklahoma Medical Reserve Corps
Midwest City Chamber of Commerce
Mid-Del Schools
Department of Mental Health and Substance Abuse Services
Midwest City Fire Marshal
Oklahoma Insurance Commission
Small Business Administration
Private Sector Partners

COUNTY COORDINATING AGENCY: Oklahoma County Emergency Management
Oklahoma City-County Health

STATE COORDINATING AGENCY: Oklahoma Department of Emergency Management and Homeland Security

FEDERAL COORDINATING AGENCY: US Department of Homeland Security

INTRODUCTION

This ESF is structured in two parts - Assistance Programs, and Recovery and Reconstruction

The primary focus of this ESF is:

- The establishment and location of Disaster Recovery Centers (DRCs).
- The collocation of all local and state agencies with roles in delivering disaster assistance or assisting survivors with disaster assistance problems at a single site.
- The collocation of all federal agencies with roles in delivering disaster assistance or assisting survivors with disaster assistance problems at a single site jointly with local and state relief agencies.
- The provision of assistance to state and local agencies for compiling damage and expense reports for submission to FEMA for reimbursement under the public assistance provisions of PL 93-288.

City of Midwest City Emergency Operations Plan

- The declaration of a state of emergency by the Mayor.
- The assessment of long-term economic impact of the disaster on the economy of the disaster area(s), and the subsequent development of plans for the restoration of the economic infrastructure therein.

The Midwest City Department of Emergency Management, acting under the authority of the Mayor and City Manager, will do everything in its power to insure rapid delivery of disaster assistance programs to the survivors in impacted areas.

1. PURPOSE

To provide for the delivery of local, state, and federal recovery assistance to survivors in areas of the state affected by a disaster.

To assist local communities with the development of long-range recovery and redevelopment plans following a disaster.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

- Many disasters have the potential to create extensive damage, both in terms of physical structures and bodily injuries and in terms of the economic impact on the affected area;
- The city must follow specific guidelines for requesting state and federal assistance in the aftermath of a major disaster. These guidelines are spelled out in PL 93-288, and various FEMA administrative regulations. Recovery operations generally fall into one of three broad categories: Public Assistance, Individual Assistance and Mitigation. The specifics of these programs are contained in the Oklahoma State Strategic Natural Hazard Mitigation Plan and separate Administrative Plans on file at the State EOC;
- State and federal assistance programs are available to assist individual survivors, businesses, and state and local governments and certain private non-profit organizations in dealing with the financial ramifications associated with major disasters.

1.1.2 ASSUMPTIONS

- There will continue to be small, non-Presidentially declared disasters that may create an economic hardship on our community;
- Grants and low interest loans will be available to assist local communities with recovery and reconstruction issues following a disaster in Oklahoma;
- The State of Oklahoma Public Assistance Program will, in some cases, provide funds to help local jurisdictions when damages are not severe or wide spread enough to warrant a Presidential declaration.

1.2 CONCEPT OF OPERATIONS

Following a disaster, many survivors may require assistance in addition to or in lieu of the assistance provided by their insurance carriers. The Federal government, and to a lesser extent the State government, has a wide variety of assistance programs to assist individual survivors of the disaster, as well as the various public and private entities that responded to or suffered damage as a result of the disaster. This process is outlined in the State Emergency Operations Plan.

2. ACTIONS

2.1 MITIGATION

- Provide personnel with the appropriate training to participate in activities designed to increase the ability to respond and affect short and long-term recovery and mitigation strategies, thus reducing the impact of future events or disasters;
- Actively participate in the creation, review and regular update of the City's Hazard Mitigation Plan.

2.2 PREPAREDNESS

- Review and update disaster procedures related to ESF-14
- Participate in recovery based drills and exercises as appropriate.

2.3 RESPONSE

- Maintain direction and control of disaster response and recovery operations;
- Begin performing recovery functions as response continues.

2.4 RECOVERY

- Assess the social and economic impact to the jurisdiction and coordinate efforts to address short and long-term recovery issues;
- Continue recovery operations until all necessary actions have been completed. This may be long after the response concludes.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

Recovery is a whole-community process and requires input and assistance from everyone to be successful. Time and money spent developing mitigation, preparedness and response capabilities will pay dividends in shorter recovery times for our community.

3.2 ORGANIZATION

Emergency Management coordinates long-term recovery with assistance and support from all City departments and many community partners.

3.3 ASSIGNMENT OF RESPONSIBILITIES

3.3.1 MIDWEST CITY DEPARTMENT OF EMERGENCY MANAGEMENT

- Compile damage assessment information and provide results to State EOC;
- Locate potential sites for DRCs in areas affected by the disaster and provide information to State EOC;
- Coordinate damage assessment activities at the local level;
- Arrange for use of buildings, facilities, equipment and supplies for DRCs and JFOs, and other needed sites during disaster recovery operations;
- Work with OKVOAD to coordinate the establishment of Long Term Recovery Committees.
- Compile financial records associated with response to the disaster for use in Federal reimbursement programs;

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- Facilitate sharing of information and identification of issues among agencies and ESFs to minimize delays for survivors receiving assistance.

3.3.2 MIDWEST CITY GRANTS MANAGEMENT

- Administer the CDBG program and other grant/loan programs;
- Develop economic projections for disaster-affected communities;
- Assist Emergency Management with Public Assistance applications;
- Provide assistance to the community with redevelopment issues.

3.3.3 MIDWEST CITY PUBLIC WORKS

Responsible for implementing the floodplain management policies associated with the National Flood Insurance Program.

3.3.4 MIDWEST CITY CHAMBER OF COMMERCE

- Provide assistance to the community in redeveloping tourism-based industries;
- Develop products for media outlets concerning the availability of tourist destinations in our community.

3.3.5 DEPARTMENT OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES.

- Develop and submit applications for immediate services and regular services crisis; counseling grants and other applicable grants as appropriate and as needed;
- Operate/over-see crisis counseling programs;
- Coordinate mental health, substance abuse, and domestic violence services to survivors of the disaster, first responders, and others as needed;
- Provide consultation and support to the Governor's office, Department of Emergency Management, and other agencies as needed regarding necessary mental health, substance abuse, and domestic violence services after a disaster;
- Develop, coordinate and/or provide relevant training curriculum to persons providing services to disaster survivors, first responders, and others.

3.3.6 OKVOAD

Provide disaster assistance services to disaster survivors and relief workers.

3.3.7 WHOLE COMMUNITY PLANNING GROUP

Pre-Incident Planning and Operations

- Meet regularly to ensure program/contact information are up to date, discuss lessons learned from incidents and exercises, and explore ways to leverage available resources.
- Coordinate development of strategies and plans to address key issues for disasters; These may include incident housing and permanent housing, contaminated debris management, decontamination and environmental restoration, restoration of public facilities/utilities and infrastructure, restoration of parks, recreational facilities, and long-term community recovery;

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- Involve, as appropriate, state, local, federal government representatives, local planning and building science organizations, NGOs, and private-sector partners in pre-event planning.

Post-event Planning and Operations

- Gather information to assess the scope and magnitude of social and economic impacts
- Develop an agency-specific plan to delineate specific agency participation to support specific community recovery and mitigation activities using pre-incident plans to the extent appropriate, and take actions to avoid duplication of assistance to recipients.
- Facilitate sharing of information and identification of issues among agencies and ESFs to coordinate early resolution of issues and the delivery of federal assistance to minimize delays for assistance recipients.
- Coordinate recommendations for long-term community recovery with appropriate state and/or federal departments
- Facilitate recovery decision-making among ESFs

Recovery and Reconstruction

- In the aftermath of a disaster affecting Midwest City, the Mayor and/or city Manager are responsible for making a determination of how the incident will affect the city's economy;
- The Midwest City Whole Community Planning Group will develop a plan of action relative to those economic impacts, and appoint a task force to oversee implementation of that plan.

3.4 ASSISTANCE PROGRAM ACTIVITIES

3.4.1 MIDWEST CITY EMERGENCY MANAGEMENT

- Develop plans and procedures for coordinating and providing respective disaster assistance activities (i.e., the administration of disaster assistance programs offered through the state or federal government, providing assistance to state or local agencies with respect to damage assessment activities, etc.);
- Develop policies and procedures for compiling damage assessment information concerning agency-owned/managed facilities;
- Develop procedures and policies concerning the assignment of personnel to DRCs when requested by OEM.

3.4.2 CITY COUNCIL

Develop procedures and policies for coordinating with local officials the incorporation of mitigation strategies into new construction following a disaster.

3.5 RECONSTRUCTION ACTIVITIES

3.5.1 MIDWEST CITY EMERGENCY MANAGEMENT

- Provide liaison to the State Hazard Mitigation Team and attend meetings as appropriate;
- Work towards the development of a strategy for dealing with the potential effects of disasters upon our community;

- Identify agencies/organizations in the private and public sector that could provide technical or financial assistance to the affected local communities.

3.5.2 MIDWEST CITY PUBLIC WORKS

Implement the requirements of the National Flood Insurance Program.

3.6 RESPONSE AND RECOVERY

3.6.1 MIDWEST CITY EMERGENCY MANAGEMENT

- Attend briefings, coordinate activities with other participant organizations;
- Set up work area(s), report needs to the EOC Manager, and initiate response/recovery activities as dictated by the situation;
- Maintain logs of activities, messages, etc;
- Initiate internal notification/recall actions as appropriate;
- Deploy personnel and activate procedures for collecting and processing damage assessment information;
- Activate procedures for providing technical and regulatory assistance to state and local jurisdictions with respect to damage assessment, hazard mitigation, response, and recovery and reconstruction activities as dictated by disaster situation.

3.6.2 MIDWEST CITY PUBLIC INFORMATION

Provide public information services to news media and government officials, including DRC locations and service hours.

3.6.3 MIDWEST CITY MAYOR/CITY MANAGER'S OFFICE

- Receive briefings and situation reports from the MWCEM Director regarding scope of disaster; review preliminary damage assessment intelligence; and make decisions regarding any declarations necessary with respect to the disaster;
- Submit request to State Department of Emergency Management for Presidential disaster declaration.

3.6.4 OKVOAD

- Activate plans for each organization's individual and family assistance programs.
- Coordinate disaster assistance programs for individuals and families offered by OKVOAD, and all other non-governmental voluntary and charitable organizations through the DRC(s). In addition to OKVOAD agencies, DRC participants may include, but are not limited to:
 - Department of Housing and Urban Development
 - Small Business Administration
 - Farm Service Agency
 - Internal Revenue Service
 - Department of Veteran's Affairs
 - Social Security Administration
 - Department of Justice
 - Oklahoma Department of Human Services
 - Oklahoma Department of Employment Security
 - Department of Mental Health and Substance Abuse Services

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- Young Lawyer's Conference, Oklahoma
- Insurance Commission
- Oklahoma Department of Commerce

3.7 CONTINUITY OF GOVERNMENT

Lines of succession to each department head will be according to the SOPs established by each department with a primary or secondary mission.

Continuity of Operations for each department will be according to the Continuity of Operations Plan (COOP) developed and published by each department with a primary or secondary mission.

3.8 ADMINISTRATION

The Emergency Management Director will review and update this annex annually.

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ESF #15 EXTERNAL AFFAIRS



FEMA LIFELINES: Communications

COORDINATING DEPARTMENT: MWC Communications and Marketing
MWC Emergency Management

SUPPORTING DEPARTMENTS: All City departments

SUPPORTING PARTNERS: All community partners

COUNTY COORDINATING AGENCY: Oklahoma County Emergency Management

STATE COORDINATING AGENCY: Oklahoma Department of Emergency Management and Homeland Security

1. PURPOSE

The purpose of this annex is to provide and maintain operational consistency throughout the city in the area of emergency information, legislative and congressional affairs and community relations. With one shared philosophy and mission, Public Information Officers (PIOs) for State, County and Municipal entities will be able to provide information to our citizens in a responsive, well-managed manner during emergencies and disasters.

For the purpose of this annex, PIOs will represent their own agency and speak about their agency's involvement in response and recovery operations in an event driven environment.

This annex provides for public information, education, and media relations functions incorporating a Joint Information System (JIS) as the information source and Joint Information Center (JIC) operations, either from the State Emergency Operations Center (EOC), at a media center set up at the site of the incident, or a Joint Field Office, as the contact point for information delivery.

In addition to the JIS and JIC, information may be provided to or from one or more disaster sites for information, education and media and public education through one or more of the following resources, cable channels and/or satellite uplink operations, special publications, radio feeds, special projects such as teleconferencing, as well as interagency photo and video documentation utilized as shared resources with agencies of government, and the media. The merits of each and/or all of these information gathering and delivery sources will be evaluated, based on need, and procedures to acquire and use each or all sources, used as applicable and necessary.

Resource requirements, including staffing, equipment, office supplies, and office facilities required will be tailored to the type and magnitude of each specific disaster and full, or partial activation of this plan will be addressed on a case-by-case basis. It is recommended that all Public Affairs elements be integrated into the JIS on a daily basis where possible. In the event of an emergency, disaster other entities should be added as the event demands. PIOs for all agencies participating in the disaster should be integrated into a JIC if one is established.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

During emergencies and disasters the public needs detailed information regarding protective actions which need to be taken to minimize the loss of life and property. The City of Midwest City will make every effort to provide timely, accurate emergency information through both conventional non-conventional news media sources. A community outreach program of public education for responding to, recovering from and mitigating hazards that pose a threat to a community to ensure necessary protective measures should be in place and work as foundation for emergency public information efforts.

The City's Chief Communications Officer (CCO) will serve as the Public Information Officer for Incident Command unless otherwise indicated.

1.1.2 ASSUMPTIONS

An effective public information program which combines both education and emergency information will significantly reduce disaster casualties and property damage. It is recognized, however, that people are generally unconcerned about hazards until affected, despite educational programs. Thus, special emphasis must be placed on the effectiveness of the emergency information program at the policy-making level of government.

1.2 CONCEPT OF OPERATIONS

Upon activation, the PIO is responsible for providing the community with information on known or existing emergencies that affect Midwest City or the surrounding areas. Emergency public information includes such details as protective actions the public should take, such as sheltering or evacuation.

Should the situation warrant, Midwest City may activate a Joint Information Center (JIC) to include representatives from all involved jurisdictions and partners. All involved organizations will provide staff to help answer calls and coordinate media activities under the supervision of the Emergency management PIO. When implemented, periodic briefings and press releases will be coordinated through the JIC.

It is the PIO's responsibility to provide the public, via the news media, social media, and other outlets, accurate and timely information about emergency and disaster response and recovery operations. This will reduce or eliminate inaccurate information that may arise and ensure vital emergency and disaster information is delivered to the residents and businesses of Midwest City. It is critical that the PIO be the sole spokesperson for the City during emergencies, and that all messages are coordinated through him/her and approved by the Incident Commander before distribution.

Personnel/staffing will be tailored to the needs of the situation. A functional organization will be established with responsibilities for ongoing activities. Participating PIOs may have duties assigned to fulfill the needs of the information collection and dissemination process. Assignments will be in addition to performing duties for their own agencies. PIOs participating in the JIC may perform additional functions as outlined in the JIC-SOP.

Office space, equipment and supplies, as appropriate to support the effort will be provided, either at the EOC, a site near the Incident Command Post, or at a Joint Field Office, as appropriate to the situation.

2. ACTIONS

Initial Actions for the Chief Communications Officer following the notification of an incident will be notification of the Mayor and/or City Manager to discuss involvement of PIOs from other affected agencies and through mutual agreement determine their level of involvement in JIS-JIC operations.

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During this phase, the PIO and all concerned agency PIOs will jointly craft news releases and determine input and release procedures for the JIS according to the needs of the emergency or disaster situation. As a part of this communication process, the JIS will function to serve our community and establish contact with media outlets necessary to reach those audiences.

The information collection and dissemination process will conform to the following phases of management.

2.1 MITIGATION

- Conduct public awareness programs;
- Coordinate with public and private sector partners and the media.

2.2 PREPAREDNESS

- Conduct public education programs;
- Coordinate with PIOs from community partners and other jurisdictions, establish JIS
- Prepare external affairs plans and exercise those plans.

2.3 RESPONSE

- Release public information;
- Coordinate rumor control;
- Schedule news conferences and other events;
- Handle legislative inquiries.

2.4 RECOVERY

- Provide public information;
- Handle legislative inquiries;
- Provide community relations;
- Compile records of and document event;
- Assess effectiveness of information and educational programs.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY

3.1 GENERAL

The Public Information Officer is responsible for all education and informational programs conducted to exercise this plan. He/she will coordinate with MWC Emergency Management to develop and implement these programs.

Lines of succession to Public information Officer will be in accordance with departmental SOPs.

3.2 ORGANIZATION

The Public Information Officer is a member of the Command Staff.

3.3 ASSIGNMENT OF RESPONSIBILITIES

3.3.1 MIDWEST CITY OFFICE OF COMMUNICATIONS

- Create and maintain public confidence in emergency management through public awareness campaigns, presentations, information on the agency web site, and nondisaster news stories;

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- Assist state agencies, local jurisdictions, private industry, and non-profit organizations with public information planning;
- Promote goodwill and cooperation among state and local news media that will ensure the accurate dissemination of emergency information;
- During emergency operations, the Public Information Officer has the primary responsibility for providing emergency public information and general situation information;
- Those departments and organizations not previously identified in this EOP are responsible for establishing their respective line of succession and the publication of their respective Continuity of Operations Plan (COOP).

3.4 CONTINUITY OF GOVERNMENT

The Public Information Officer must have at least two (2) trained backups available who have access to all City media accounts.

3.5 ADMINISTRATION

The Director of Communications and Marketing will review and update this annex annually, with any needed assistance from the Emergency Management Director.

ESF #16 DONATIONS AND VOLUNTEER MANAGEMENT



FEMA LIFELINES: Food, Water, Shelter; Health and Medical;

COORDINATING DEPARTMENT: Midwest City Emergency Management

SUPPORTING DEPARTMENTS: Midwest City Communications and Marketing,
Midwest City Human Resources

SUPPORTING PARTNERS: OKVOAD Donation and Volunteer Management Committee

COUNTY COORDINATING AGENCY: Oklahoma City-County Health Department (OKMRC)

STATE COORDINATING AGENCY: Oklahoma Department of Emergency Management

FEDERAL COORDINATING AGENCY: FEMA

1. PURPOSE

The purpose of this annex is to define the organization, operational concept, responsibilities and procedures to accomplish emergency donations management requirements.

Donations management includes all undesignated in-kind donations, volunteers, donated services, contributions and funding. This annex provides procedures for the coordination, acceptance, control, receipt, storage, distribution and disposal of donation management responsibilities.

This annex is applicable to all agencies, organizations, and personnel with donations management support function responsibilities.

This annex outlines a donation management coordination program which can be implemented once it is determined that the emergency situation or disaster is of such magnitude, or is receiving high media attention, that donations management is needed. It will be available in any local, state or federal disaster situation.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

Certain agencies have established systems of accepting, warehousing and distributing donated goods, funds and use of volunteer management systems. There are occasions when similar services are needed during emergency situations. The coordination of donated goods, funds and use of volunteer management systems are essential to responding to the emergency as well as recovering from the emergency to provide feeding, congregate sheltering, emergency first aid, coordinating emergency volunteer response and other recovery operations during emergency conditions.

1.1.2 ASSUMPTIONS

- Lack of an organized management system for donations and volunteers will result in chaos and detract from an otherwise effective disaster response. Without controls, large amounts of unsolicited, unusable donations and volunteers will be sent to the disaster area;

City of Midwest City Emergency Operations Plan

- Midwest City Emergency Management will be the lead agency for donation management and coordination of city resources. MWCEM will work with applicable government support and volunteer agencies (VOAD) who will form the Donations Coordination Teams (DCTs);
- That the DCT will coordinate with the MWC Chief Communications Officer for the timely release of information regarding the needs of survivors, agencies involved in disaster relief, acceptable donations, volunteers and readily available points of contact to ensure appropriate and essential donations management;
- Cash donations are the most desirable form of assistance. Monetary donations require little personnel to process. They can be used directly to relieve suffering, buy needed disaster items and assist the recovery of the affected economy;
- This management system applies to those undesignated donations, financial donations, in-kind goods and volunteers that are offered due to the declared local, state or federal emergencies and disasters.

1.2 CONCEPT OF OPERATIONS

Providing the expedient, effective delivery of donated goods, services and volunteers to meet the needs of the affected area is of primary importance for all response and recovery operations. In all probability, the outpouring of goods and services will exceed the needs of local agencies and government. Due to this inequity, a local DCT comprised of voluntary agencies (VOAD) and state agencies will be activated to facilitate the delivery of donations based on assessed needs.

The distribution of volunteers and donations will necessitate cooperation with other emergency support operations. Close coordination among relief center(s), staging areas, and federal and volunteer organizations and agencies will be essential for the Donation Coordination Team.

The OK Department of Emergency Management and OKVOAD will establish and staff with volunteers a 1-800 hotline and phone bank to receive calls of all donations of goods, services and volunteers. These calls will be distributed through the Donations Coordination Team to ensure proper and expedient use of donations and volunteers.

Recovery activities will be the primary focus of most volunteer agencies. The team leader must assure close coordination among all groups within the Donations Coordination Team. The Coordination Group's role will be critical in matching goods, services and volunteers to needs.

2. ACTIONS

2.1 MITIGATION

- Provide consistent public messaging:
 - Why cash donations are preferable after disasters;
 - Encouraging volunteers to affiliate with disaster-related organizations if they want to help after a disaster.
- Assist volunteer organizations with recruiting efforts

2.2 PREPAREDNESS

- Develop volunteer and donation management framework suitable for adaptation to any jurisdiction;
- Arrange for potential warehouse space and warehousing staff;
- Develop volunteer intake and training materials;

City of Midwest City Emergency Operations Plan

- Participate in training and exercises with emergency management partners for testing donations and volunteer management processes.

2.3 RESPONSE

- When requested, activate the volunteer registration portal and volunteer reception center as well as work order tracking system;
- Conduct volunteer intake, screening, and safety briefings;
- Secure warehouse space as needed;

2.4 RECOVERY

- Continue to operate work order tracking and volunteer assignment system as long as necessary;
- Document and sort all received donations, distribute according to accepted protocol.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

The OK Department of Emergency Management will oversee the donations management process according to the state Donation Coordination Team process outlined in the State Emergency Operations Plan

3.1.1. DONATIONS COORDINATION TEAM DEVELOPMENT

Team development requires the involvement of as many volunteer groups and social services agencies as possible. Voluntary Organizations Active in Disasters (VOADs) with national affiliations will be primary contact groups. The FEMA/OEM Volunteer Agency Coordinator and the FEMA/OEM Donations Coordinator will be included in the planning and organizational efforts in order to lend expertise and assure interface with the Federal relief programs and the Federal Response Plan. Regular meetings during an activation period and specific tasking of a variety of agencies will assure continuity and active participation.

The Donation Coordination Team will activate upon direction of the policy group within the Emergency Operations Center (EOC) or at the direction of the Emergency Management Director.

The Donation Coordination Team will participate in the identification of the roles and responsibilities of the members and other participating agencies. The team may consist of five components: Team Leader, Donations Group, Needs Group, Coordination Group, and Support Group.

Local and State Emergency Management will establish a coordination system with the Public Information Officers from all involved agencies and the Public Information Officer of OEM to ensure timely and appropriate dissemination of public information. Media statements must be coordinated and be non-conflicting.

The OK Department of Emergency Management will identify warehouse spaces available for donated goods, and secure agreements, if necessary, to use this space during disasters.

The OK Department of Emergency Management will identify staging areas (reception centers) for collection of donations in key areas, and will identify staffing and management of these centers.

State and Local Emergency Management will use the FEMA Donation Management course to train all volunteers and paid staff on the Donations Coordination Team. Training will include EOC operations,

policies, and procedures relating to the volunteer service and donations program. Recognizing that members of the DCT will come in contact with thousands of citizens and private and government agencies, it is extremely important that team members be knowledgeable and competent.

3.1.2 VOLUNTEER MANAGEMENT

Volunteers in an emergency or disaster are used for many purposes other than Donations Management. Volunteers are managed during the response phase, in conjunction with the Oklahoma Department of Emergency Management, by the Oklahoma Volunteer Organizations Active in Disasters (OKVOAD). The OKVOAD Volunteer Management Framework (9/10/13) governs the management of volunteers and is a tool designed to maximize use of volunteers in any situation.

Midwest City Emergency Management will convene partners from the community to help provide the management of affiliated and unaffiliated volunteers, and the OKVOAD will support the local effort in multiple ways.

The Framework is composed of three major, distinct elements:

- a coordinated work order system;
- a digital volunteer registration portal; and
- plans for spontaneous, unaffiliated volunteer reception centers.

The Framework is necessary to maximize use of affiliated volunteers and ensure, in cases with large numbers of unaffiliated volunteers, all resources are in place to direct the correct volunteers to the greatest need.

If needed, the Oklahoma Department of Emergency Management will activate the MOU it has with the Texas Conservation Corps to provide volunteer management and tracking services.

3.2 ORGANIZATION

ESF-16 is often part of the Logistics Section, but may be placed under Planning by the IC.

3.3 RESPONSIBILITIES

3.3.1 MIDWEST CITY EMERGENCY MANAGEMENT

Midwest City Emergency Management will work with the OK Department of Emergency Management to assure essential information is updated annually, with any needed assistance from the Emergency Management Director.

The Midwest City Emergency Management Director currently chairs the OKVOAD Volunteer and Donations Management Committee.

3.3.2 OKVOAD VOLUNTEER AND DONATION MANAGEMENT COMMITTEE

Develop and update volunteer and donation management framework and annexes.

3.3.3 OKLAHOMA DEPARTMENT OF EMERGENCY MANAGEMENT

The OK Department of Emergency Management will coordinate establishing and staffing a 1-800-Hotline and phone bank to receive calls of all donations of goods and services, and provide adequate personnel, phones, and space. The OK Department of Emergency Management will establish a standard operational policy regarding donations issues. Agencies involved in donations issues should participate in evaluation

City of Midwest City Emergency Operations Plan

and monitoring of this policy. As cash donations are preferred, all agencies should agree on how solicitation of donations will be managed.

The OK Department of Emergency Management will establish a system to manage unsolicited goods and services.

The OK Department of Emergency Management will establish a computer database to track the donations from offer to acknowledgement of donation.

3.4 CONTINUITY OF OPERATIONS

Participating agencies will operate according to the own Continuity of Operations plans.

3.5 ADMINISTRATION

The Emergency Management Director will review and update this annex annually.

DRAFT

ESF #17 BUSINESS AND INFRASTRUCTURE



FEMA LIFELINES: All

COORDINATING DEPARTMENT: MWC Economic Development

SUPPORTING DEPARTMENTS: MWC Communications and Marketing
MWC Emergency Management
MWC Grants Department
MWC Information Technology
MWC Public Works

SUPPORTING PARTNERS: Midwest City Chamber of Commerce
OKVOAD Agencies
The Willard Group
Walgreens Pharmacies

COUNTY COORDINATING AGENCY: Oklahoma County Emergency Management

STATE COORDINATING AGENCY: Oklahoma Department of Emergency Management and Homeland Security

FEDERAL COORDINATING AGENCY: Department of Homeland Security/Cybersecurity and Infrastructure Security (CISA)

1. PURPOSE

The physical safety and economic security of the citizens, business and industry of Midwest City are issues of common concern to the public and private sectors. There are actions these entities can take to prepare for, respond to, and quickly recover from an impact to Midwest City's business and industry. These actions will minimize business interruption and ensure the City's economic engine remains strong.

The purpose of Emergency Support Function #17 is to provide a framework for coordination and cooperation among public and private sector partners before, during and after disasters, emergencies or planned events in Midwest City. Close collaboration between public and private sector partners throughout all phases of emergency management improves community resilience and ensures effective use of resources during emergencies.

1.1 SITUATION AND ASSUMPTIONS

1.1.1 SITUATION

- The private sector plays a leading role in designing and executing the coordination functions and other priorities of private-public collaboration under ESF-17.
- The multi-sector nature of ESF-17 present unique opportunities for whole community integration throughout all phases of Emergency Management.

- The private sector includes for-profit and nonprofit organizations, formal and informal structures, commerce, and industries that comprise the national economy and are not part of a government structure. Nongovernmental organizations (NGO) are a distinct category of organizations within the private sector and can include voluntary, ethnic, faith-based, veteran-based, disability, relief agency, and animal welfare organizations, among others.

1.1.2 ASSUMPTIONS

- Incident response is locally executed, state managed, and federally supported;
- Public-private partnerships are critical to community resiliency;
- If local and state support assets are inadequate for meeting requests for assistance to stabilize community lifelines, states will forward requests to the Federal Government, consistent with the National Response Framework (NRF) and other sources of guidance.

1.2 CONCEPT OF OPERATIONS

Cross-sector operations under ESF-17 follow the principle that incident response is locally executed, state managed, and federally supported. Local, state, tribal, territorial, and insular area governments typically have close collaborative relationships with critical infrastructure in their respective jurisdictions, such as with publicly- and privately-operated utilities. Increasingly, businesses and critical infrastructure sectors essential for maintaining and stabilizing community lifelines are represented at fusion centers and Emergency Operations Centers (EOC) operated by the government providing situational awareness to homeland security and emergency management officials.

The Midwest City Chamber of Commerce represents the business community in our area. Collaborative relationships provide the foundation for coordinating cross-sector operations and enabling readiness through multi-sector planning and exercises that are supported, as appropriate, by Federal agencies.

2. ACTIONS

Actions for ESF-17 are divided into four phases: Mitigation, Preparedness, Response, and Recovery.

2.1 MITIGATION

- Conduct public outreach and supports private-sector preparedness with “Storm-Ready Business” type program and other initiatives;
- Support deliberate planning by identifying critical nodes among infrastructure sectors.
- Analyzes the requirements for stabilizing lifelines and restoring critical supply chains and identifies critical options for emergency service restoration;
- Serves as the interface with businesses, industries, and critical infrastructure sectors not aligned to other ESFs;
- In collaboration with other ESFs, works to enable information sharing between the public and private sectors and to help ensure partner organizations have the information required to make informed incident-related decisions to promote resilient recovery;
- Collaborates with government coordinating structures, including other ESFs and RSFs, to share vital information about the status of critical infrastructure and commerce, response activities, and persistent vulnerabilities with national- and regional-level partners to foster shared situational awareness;

City of Midwest City Emergency Operations Plan

- Cooperate with Federal and State entities and continue to support sharing of information about physical and cyber threats, vulnerabilities, incidents, potential protective measures, and best practices.

2.2 PREPAREDNESS

- Develop strategies in coordination with MWCEM to incorporate private sector/business into ESF -17;
- Participate in local or State exercises or conduct an exercise to validate this Annex and supporting SOPs;
- Integrate NIMS principles in all aspects of planning for ESF -17;
- Maintain notification systems to support emergency/disaster response;
- Maintain a system to recognize credentials of associated agencies/personnel;
- Assist EOC planners with protection, response, restoration and recovery priorities, and plans for such private sector critical lifelines as:
 - Health and Medical
 - Food processing, distribution, and sale
 - Electrical power generation and distribution
 - Communications
 - Transportation
 - Banking
 - Insurance
 - Fuel
 - Building trades industry/forest products
 - Large building supply retailers
 - Hospitality and related service businesses
 - Light and heavy manufacturing and distribution

2.3 RESPONSE

- Assign and schedule sufficient personnel to cover an emergency activation for an extended period;
- Gather situational awareness and provide information on impacts, key events, status of Response, and the like, in particular:
 - Status of businesses (open, closed, damaged, etc.) in and around impacted area.
 - Status of key commodities at stores (and in transit) in and around impacted area.
 - Status and needs of survivors and communities as reported by the private sector.
 - Significant issues that businesses are facing, particularly those for which the public sector can facilitate or expedite solutions, in particular issues relating to critical infrastructure or disruption to commodity supply chains.
- Assist, receive reports, and analyze private sector damage assessment information, e.g., insurance industry reports;
- Provide updates and briefings for personnel reporting for ESF-17 duty;
- Notify ESF-17 counterparts in the threatened or impacted areas;

City of Midwest City Emergency Operations Plan

- Generate information to be included in EOC briefings, situation reports, and/or action plans;
- Provide broad assessments of visitor volume in impacted destination sites;
- Coordinate with the Insurance Department for credentialing of adjusters;
- Monitor and report on business/industry specific response, recovery, and restoration teams;
- Assist EOC planners with developing protection and response priorities and plans for private sector critical lifelines and other economic/business sectors;
- Facilitate information sharing between government entities and private sector partners;
- Provide referrals to ESF-16 for offers of volunteers or need for volunteer assistance;
- Consult incident specific annexes for specialized actions;
- Support requests and directives resulting from a Governors State of Emergency Declaration and/or Presidential Disaster Declaration;
- Ensure ESF-17 Lead and Support Agencies document event related costs for any potential reimbursement;
- Evaluate the probability and period of the recovery phase for the event. Continue development of an After-Action Report.

2.4 RECOVERY

- Continue to coordinate activities and requests with partner ESFs;
- Coordinate with Oklahoma Insurance Department who will monitor the deployment/activities of insurance claims adjusters;
- In coordination with State and Federal government, the Oklahoma Insurance Department, assist in identifying and documenting economic and insurance impacts and losses;
- In case of a Small Business Administration (SBA) eligible disaster, assist in communicating eligibility criteria to affected businesses;
- Assist EOC planners with restoration and recovery priorities and plans for private sector critical lifelines and other economic and business sectors;
- Coordinate with business community members who need assistance, as well as the business community who can donate support;
- As requested, and as information is available, provide reports on impacts to affected businesses.
- Conduct business registration for post-disaster reentry as requested;
- Generate information to be included in EOC briefings, situation reports, and/or action plans.
- Participate in after-action meeting and any improvement plans.

3. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

3.1 GENERAL

Businesses and infrastructure owners have primary responsibility for managing their individual systems in emergencies, and unequalled expertise to do so. ESF #17 supports growing efforts to enable collaboration among critical infrastructure sectors, and helps coordinate and sequence operations to mitigate cascading failures and risks.

The successful execution of cross-sector operations depends overwhelmingly on the resources possessed by infrastructure owners and operators and other commercial elements. Government

City of Midwest City Emergency Operations Plan

agencies can support these partners in important ways by providing analytic products, conducting more traditional missions such as road clearing and debris removal, and through other means such as regulatory relief and synchronizing operational priorities. Ultimately, however, private companies and public utilities are responsible for identifying the capabilities needed to stabilize their systems, just as they have primary responsibility for conducting their own emergency operations when incidents occur.

3.2 ORGANIZATION

ESF-17 is a cross-sector ESF and coordinates across all of the other ESFs during each phase of emergency management.

3.3 RESPONSIBILITIES

All public sector partners share responsibility for ESF-17 functions in collaboration with ESF-5 (Emergency Management).

3.4 CONTINUITY

Businesses should appoint and train at least 3 personnel for every critical position.

3.5 ADMINISTRATION

The Economic Development Director will review and update this annex annually, with any needed assistance from the Emergency Management Director.



Information Technology
100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1374
Fax 405.869.8602

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Allen Stephenson, Information Technology Director

DATE: February 23, 2021

SUBJECT: Discussion and consideration of 1) approving an additional \$180,000.00 from the 2018 Moving Midwest City Forward G.O. Bond project, to be used in conjunction with \$315,000.00 from Police funds and \$315,000 from Fire funds, to purchase P25 Communications Equipment in an amount not to exceed \$810,000.00 from the Oklahoma State Wide Contract #SW1053T through Stolz Telecom LLC, and 2) approving the resolution relating to the expenditure of funds.

As you may recall, the Police and Fire departments previously moved all communications to the Midwest City MOSAIC radio system to provide for more reliable radio communications system. In an effort to overcome coverage and capacity issues as well as secure communications, Midwest City IT staff has worked with the Police and Fire departments to identify P25 communications equipment for a 3-site primary radio system that will be located within our city limits and used in conjunction with the existing P25 site located in Oklahoma City. This project supports our overall communications plan and extends coverage while adding security and redundancy to our communications system.

RESOLUTION NO. 2021-_____

A RESOLUTION FOR THE CITY COUNCIL OF THE CITY OF MIDWEST CITY RELATING TO THE EXPENDITURE OF \$810,000.00 FOR THE PURCHASE OF P25 COMMUNICATIONS EQUIPMENT UNDER THE OKLAHOMA STATE WIDE CONTRACT #SW1053T FOR 2020-2021 WITH STOLZ TELECOM LLC AS THE AUTHORIZED DEALER INDICATING THE OFFICIAL ACTION OF THE CITY COUNCIL FOR EXPENDITURE OF \$180,000.00 BY THE ISSUANCE OF TAX EXEMPT GENERAL OBLIGATION BONDS OF THE CITY OF MIDWEST CITY, PREVIOUSLY AUTHORIZED AT AN ELECTION HELD FOR THAT PURPOSE ON AUGUST 28, 2018 AUTHORIZING THE PURCHASE.

WHEREAS, it is necessary that the City of Midwest City purchase P25 communications equipment; and

WHEREAS, State of Oklahoma, after providing ample opportunity for competitive bidding as required by the City of Midwest City's Purchasing and Bid Regulations, awarded a contract for P25 communications equipment to Stolz Telecom LLC as the authorized dealer for fiscal year 2020-2021; and

WHEREAS, Stolz Telecom LLC is a reputable and stable company that can provide reliable equipment needed by the City of Midwest City; and

WHEREAS, Stolz Telecom LLC has indicated a willingness to charge the City of Midwest City the same or a lower price for P25 communications equipment it purchases as is charged to the Oklahoma State Wide Contract # SW1053T for said equipment;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Midwest City:

1. That it accepts and adopts Oklahoma State Wide Contract for public safety P25 communications equipment under the same terms and conditions;
2. That the City of Midwest City hereby awards the purchase of P25 communications equipment to Stolz Telecom LLC in an amount not to exceed \$810,000.00; and
3. The City Council of the City of Midwest City hereby declares its official intent to procure this expenditure by the issuance of \$180,000.00 in tax exempt general obligation bonds of the City, previously authorized at an election held for that purpose on August 28, 2018.
4. That, it being immediately necessary for the preservation of the peace, health and safety of the City of Midwest City and its inhabitants, this resolution shall take effect and be in full force from and after its passage as provided by law.

PASSED and APPROVED by the City of Midwest City this 23rd day of February, 2021.

CITY OF MIDWEST CITY, OKLAHOMA

MATTHEW D. DUKES II, Mayor

ATTEST:

SARA HANCOCK, City Clerk

APPROVED as to form and legality this _____ day of _____, 2021.

HEATHER POOLE, City Attorney



Stolz Telecom

Estimate

EST-002215

Bill To

Midwest City, City of
100 N Midwest Blvd
Midwest City, Oklahoma 73110
U.S.A.

Estimate Date : February 01, 2021

Expiration Date : September 18, 2021

Salesperson : James McKay

Contract : SW1053T

Ship To

Scott Walsh
100 N Midwest Blvd
Midwest City, Oklahoma 73110
U.S.A.

Delivery Preference : Field Service

#	Item & Description	Qty	Rate	Amount
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MIDWEST CITY - TAIT P25 700 MHZ 3 SITE SIMULCAST NETWORK

1	OMACS Package 2 - Five Channel P25 Trunked Simulcast Zone Main Site Constituents.. 1) TB9435S-100H - 5 pcs 2) T01-01103-NAAA - 5 pcs 3) T01-01121-NBAA-A - 5 pcs 4) TBA30A1-1100 - 5 pcs 5) 219-01561-00 - 5 pcs 6) TBAS050 - 5 pcs 7) TBAS056 - 5 pcs 8) TBAS061 - 5 pcs 9) TBAS062 - 5 pcs 10) TBAS065 - 5 pcs 11) TN9400-3001-0000-0000-10 - 2 pcs 12) TNAS510 - 2 pcs 13) TNAS512 - 2 pcs 14) TNAS516 - 5 pcs 15) 950-00005-09 - 1 pcs 16) 950-00005-21 - 1 pcs 17) 950-00001-19 - 50 ft 18) 950-00001-43 - 4 pcs 19) 950-00058-06 - 1 pcs 20) NetClock Opt 05 - 1 pcs 21) 950-10015-67 - 4 pcs	1.00	154,548.50	154,548.50
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2	OMACS Package 3 - Five Channel P25 Trunked Simulcast Additional Zone Site Constituents.. 1) TB9435S-100H - 5 pcs 2) T01-01103-NAAA - 5 pcs 3) T01-01121-NBAA - 5 pcs 4) TBA30A1-1100 - 5 pcs 5) 219-01561-00 - 5 pcs	2.00	135,153.20	270,306.40
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#	Item & Description	Qty	Rate	Amount
	6) TBAS050 - 5 pcs			
	7) TBAS056 - 5 pcs			
	8) TBAS061 - 5 pcs			
	9) TBAS062 - 5 pcs			
	10) TBAS065 - 5 pcs			
	11) TNAS516 - 5 pcs			
	12) 950-00005-09 - 1 pcs			
	13) 950-00005-21 - 1 pcs			
	14) 950-00001-19 - 50 ft			
	15) 950-00001-43 - 4 pcs			
	16) 950-00058-06 - 1 pcs			
	17) NetClock Opt 05 - 1 pcs			
	18) 950-10015-67 - 4 pcs			

PHASE 2 OPERATION

3	TNAS513 License P25 Trunked - Site Controller Phase2 Support	2.00	6,342.00	12,684.00
4	TBAS066 P25 Trunking Phase 2 Operation	15.00	1,010.25	15,153.75
5	TBAS069 P25 Simulcast Enable Phase 2	15.00	1,023.75	15,356.25

ANTENNA NETWORK - SITE EQUIPMENT

6	OMACS Site Equipment for 5-8 RF Channels Simulcast Constituents..	2.00	58,048.23	116,096.46
	1) DBLDB810E-PS - 2			
	2) RFS716M-LCF12-D01 - 4			
	3) RFS716F-LCF158-D01K - 2			
	4) RFSNM-LCF12-D01 - 7 pcs			
	5) RFSNF-LCF12-D01 - 1 pcs			
	6) AND24312A - 4			
	7) AND43094 - 2			
	8) INF37NRPSG - 6			
	9) ANDCSG158-12B2U - 6			
	10) ANDSG12-12B2U - 3 pcs			
	11) AND294572 - 1			
	12) AND221213 - 4 pcs			
	13) ANDUGBKIT-0210 - 2			
	14) AND48939A-4 - 2			
	15) AND252151-4 - 1			
	16) POLTSX-DFM-BF - 1			
	17) POLDGXZ+15NFNF-A - 1			
	18) POLIS-50NX-C2-MA - 1 pcs			
	19) WLDCBRX141.5191KB - 2			
	20) RFSNM-LCF158-D01K - 1			
	21) RFS716M-LCF158-D01K - 1			
	22) RFS716F-LCF12-D01 - 1			
	23) RFS716MR-LCF12-D01 - 1			
	24) RFSNMR-LCF12-D01 - 16			
	25) EZ-400-BM-RA-X - 8 pcs			
	26) EZ-400-BM-X - 8 pcs			
	27) R/FRFB1130 - 8			
	28) R/FRFB1150 - 1			

#	Item & Description	Qty	Rate	Amount
	29) RFB-1110-C1 - 18 pcs			
	30) 83242 0011000 - 15 pcs			
	31) TIMLMR-400/1 - 40			
	32) MISRS1215-20 - 4 pcs			
	33) BUDSA-1749-BT - 1 pcs			
	34) 9PXM12S20K - 1 pcs			
	35) 9PXM RK - 1 pcs			
	36) 9RK - 1 pcs			
	37) CP02261 - 1 pcs			
	38) CP01242 - 1 pcs			
	39) CP00930 - 1 pcs			
	40) CP00732 - 1 pcs			
	41) US-24-250W - 2 pcs			
7	OMACS Site Equipment for 5-8 RF Channels Simulcast - Outdoor Cabinet Constituents..	1.00	77,368.41	77,368.41
	1) 2OD-78DDXC - 1 pcs			
	2) ACP-6000-N36-220 - 2 pcs			
	3) ZP-NDCPP - 4 pcs			
	4) 2OD-INS - 1 pcs			
	5) LC-100 - 1 pcs			
	6) ZZ-4SQUARE-P - 2 pcs			
	7) ZZ-SEF-4 - 1 pcs			
	8) DBLDB810E-PS - 2			
	9) RFS716M-LCF12-D01 - 4			
	10) RFS716F-LCF158-D01K - 2			
	11) RFSNM-LCF12-D01 - 7			
	12) RFSNF-LCF12-D01 - 1			
	13) AND24312A - 4			
	14) AND43094 - 2			
	15) INF37NRPSG - 6			
	16) ANDCSG158-12B2U - 6			
	17) ANDSG12-12B2U - 3			
	18) AND294572 - 1			
	19) AND221213 - 4			
	20) ANDUGBKIT-0210 - 2			
	21) AND48939A-4 - 2			
	22) AND252151-4 - 1			
	23) POLTUSX-DFM - 1			
	24) POLDGXZ+15NFNF-A - 1			
	25) POLIS-50NX-C2-MA - 1			
	26) WLDCBRX141.5191KB - 2			
	27) RFS716M-LCF158-D01K - 1			
	28) RFSNM-LCF158-D01K - 1			
	29) RFS716F-LCF12-D01 - 1			
	30) RFS716MR-LCF12-D01 - 1			
	31) RFSNMR-LCF12-D01 - 16			
	32) ANDF1TBM-C - 16			
	33) ANDFSJ1-50A - 100			
	34) MISRS1215-20 - 4			
	35) BUDSA-1749-BT - 1			
	36) 9PXM12S20K - 1 pcs			
	37) 9PXM RK - 1 pcs			
	38) 9RK - 1 pcs			
	39) CP02261 - 1 pcs			
	40) CP01242 - 1 pcs			
	41) CP00930 - 1 pcs			

#	Item & Description	Qty	Rate	Amount
	42) CP00732 - 1 pcs 43) US-24-250W - 2 pcs			
8	MX64-HW Network Security/Firewall Appliance	1.00	597.08	597.08
9	LIC-MX64-ENT-5YR Enterprise License and Support, 5 Years	1.00	903.15	903.15
ANTENNA NETWORK - WATER TOWER				
10	BUDRR-1369-BT Open Relay Rack 77" x 19", Black Finish	2.00	512.76	1,025.52
11	RFSLCF158-50JA-A7 1-5/8" CELLFLEX Low-Loss Foam Coax Cable	610.00	10.97	6,691.70
12	RFSLCF12-50J-P7 1/2" CELLFLEX Low Loss Foam Coaxial Cable	405.00	2.56	1,036.80
13	ANDSSH-158 Stackable Snap-In Hanger Kit for 1-5/8" HELIAX Cable, 10/Pkg	20.00	28.88	577.60
14	ANDSSH-12 Stackable Snap-In Hanger Kit for 1/2" HELIAX Cable, 10/Pkg	10.00	23.06	230.60
ANTENNA NETWORK - CLOCK TOWER				
15	RFSLCF158-50JA-A7 1-5/8" CELLFLEX Low-Loss Foam Coax Cable	430.00	10.97	4,717.10
16	RFSLCF12-50J-P7 1/2" CELLFLEX Low Loss Foam Coaxial Cable	315.00	2.56	806.40
17	ANDSSH-158 Stackable Snap-In Hanger Kit for 1-5/8" HELIAX Cable, 10/Pkg	13.00	28.88	375.44
18	ANDSSH-12 Stackable Snap-In Hanger Kit for 1/2" HELIAX Cable, 10/Pkg	7.00	23.06	161.42
ANTENNA NETWORK - HOSPITAL				
19	MTSS-600 72" Stand-off Bracket with 32" x 1-7/8" OD Antenna Mounting Pipe	2.00	288.27	576.54
20	RFSLCF158-50JA-A7 1-5/8" CELLFLEX Low-Loss Foam Coax Cable	180.00	10.97	1,974.60
21	RFSLCF12-50J-P7 1/2" CELLFLEX Low Loss Foam Coaxial Cable	190.00	2.56	486.40
22	ANDSSH-158 Stackable Snap-In Hanger Kit for 1-5/8" HELIAX Cable, 10/Pkg	6.00	28.88	173.28

#	Item & Description	Qty	Rate	Amount
23	ANDSSH-12 Stackable Snap-In Hanger Kit for 1/2" HELIAX Cable, 10/Pkg	3.00	23.06	69.18
SERVICES				
24	ST CM Consumable Materials - Ground Wire, Lugs, Rods, Cable Ties, etc.	1.00	1,000.00	1,000.00
25	FCF Frequency Coordination Fee - 700 MHz P25 Licensing	3.00	860.00	2,580.00
26	ST ETL Electronics Technician Labor - Staging and Deployment	1.00	21,600.00	21,600.00
27	ST EL External Labor- Site Preparation to Include Electrical, Pad, and Ice Bridge	1.00	20,000.00	20,000.00
28	ST EL External Labor- Generator and installation	1.00	25,791.60	25,791.60
29	ST EL External Labor - Tower Crew Antenna and Feedline Installation	1.00	13,680.00	13,680.00
MAX System Hardware/Software				
30	901-9715 MAX Central MAX Central is the hardware platform that hosts the MAX Manager, Telephony Gateway, IP Voice Logger Gateway, and the Aux I/O Gateway. Includes five 10' shielded Cat 5e cables.	1.00	3,304.80	3,304.80
31	930-0237 IP Voice Logger Channel Block License Provides IP Logging Access for up to 10 Radio Channels. May require additional Centrals.	5.00	467.10	2,335.50
Rack Mounting & Power Equipment				
32	416-0043 Fuse, 3 Amp	2.00	6.00	12.00
33	950-0589 Single Unit Rack Mount Option	1.00	125.10	125.10
34	ST ETL Electronics Technician Labor	1.00	100.00	100.00
35	ST ETL Electronics Technician Labor-Programming and Setup	1.00	100.00	100.00
36	ST ETL Electronics Technician Labor- Installation	1.00	400.00	400.00

#	Item & Description	Qty	Rate	Amount
37	INSTALL-MISC Install,Misc Material	1.00	40.00	40.00
			Sub Total	772,985.58
			Total	\$772,985.58

Terms & Conditions

ORDERING - Stolz Telecom reserves the right to accept or reject any order, in our sole discretion. Order acceptance is expressly limited by and to the terms and conditions stated herein, which supersede any terms and conditions set forth in any document you provided to us. The minimum order value is \$50.00 and orders may be either shipped complete or shipped allowing for backorder merchandise, at our option. Orders may also be picked-up at our facilities or be staged for delivery / pick-up at a future date by advance arrangement.

PRICING - Prices are subject to change, without advance notice, and are exclusive of any applicable sales or other taxes, freight, handling and insurance charges. Freight quotations are provided as estimates only - actual freight charges are determined at the time of shipping and may differ from the amount originally quoted.

PAYMENT TERMS - We accept Visa and MasterCard credit cards at the point of sale. For information on establishing an open account with us, please contact our Credit Department at 877.457.2262. For amounts due on account, Check is accepted.

TAXES - If applicable, sales tax will be added to your invoice unless an acceptable resale tax exemption certificate is provided.

DELIVERY - We will make reasonable efforts to meet delivery and performance dates, but we are not liable for delays due to causes beyond our control. We will endeavor to ship all orders for in-stock merchandise placed before 2:00 PM each day. Orders requiring cable processing, component assembly or specialized packaging may require extra processing time. Will Call pick-up service is also available by advance arrangement.

SHIPMENT & RISK OF LOSS - Domestic U.S. orders are tendered to carrier with freight prepaid and billed to you, unless otherwise specified at time of quotation. We will prepay and bill to you all shipping, handling and insurance charges on all domestic orders, unless otherwise specified at the time of the order. We reserve the right to choose the freight carrier unless otherwise specified by you, the customer. International orders are tendered as EXW Origin (Incoterms 2010) and will be shipped via Collect or 3rd-party freight terms via your preferred carrier or shipped to your freight forwarder with any freight charges prearranged by you. Export packaging is available at an additional charge. You will be responsible for all insurance, customs, and duty charges. For domestic and international orders, title and risk of loss shall pass to you upon delivery to carrier, risk of loss or damage from point of shipment shall fall upon you and it is your responsibility to file all claims with the carrier.

DAMAGES IN TRANSIT/CLAIMS - All shipments must be thoroughly inspected for visible damage and completeness by the recipient before accepting delivery from the carrier. If any damage is found or a shortage determined, the delivery bill-of-lading should be A) noted as such prior to acceptance or B) the shipment may be partially or completely refused. If no exceptions are noted at the time of receipt, the delivery will be deemed as "accepted in good condition" by you, releasing the carrier and us from further liability or recourse. Any claims for concealed damage or material shortages must be promptly reported to us within 24 hours of the receipt.

CUSTOM PRODUCTS & ASSEMBLIES - We require an engineering and purchasing approval sign-off for special orders and custom products, including non-stock cable assemblies. All such items are considered non-cancelable, non-returnable and non-refundable, unless defective. Any such defective items will be repaired or replaced only, at our option.

WARRANTIES - All warranty items shall be repaired, replaced or credited in accordance with the manufacturer's warranty policy. Any warranty, expressed or implied, is set forth and limited by and to the manufacturer's written warranty policy on the products that we sell. STOLZ TELECOM MAKES NO WARRANTY RESPECTING THE MERCHANTABILITY OF THE PRODUCTS IT SELLS OR THE SUITABILITY OR FITNESS OF A PRODUCT FOR ANY PARTICULAR PURPOSE OR USE.

SPECIFICATIONS - All product specifications represented are derived from the manufacturer. Changes in specification and / or design by the manufacturer may occur at any time, without advance notice.

CHANGES / CANCELLATIONS - Orders may not be cancelled or modified, either in whole or in part, without our written consent, and may then be subject to payment of a reasonable charge for costs incurred in cancelling or modifying the order.

RETURN POLICY - Before any merchandise may be returned, a Return Goods Authorization (RGA) number must be obtained. An RGA may be requested by calling 877.457.2262 or by e-mailing Orders@StolzTele.com. All inquiries will be evaluated and a determination will be made to approve, or deny, the request within 3 business days. If approved, an RGA number and set of return instructions will be provided by our Customer Service Department. All requests to return merchandise must be made within 30 days from the date of purchase and RGA's are valid for 30 days only. It is your responsibility to coordinate return logistics and you will be responsible for any associated

shipping charges. All returned items will be thoroughly inspected to validate its condition. In-store credit will be issued for items that are returned complete & unused, in the original manufacturers' packaging, in like-new condition. Any returned goods received by us in unsatisfactory condition will be returned to you. Authorized returns are subject to a restocking fee of no less than 15%. Special orders, cut-to-length cable and made-to-order jumper assemblies are non-returnable.

DEFECTIVE MERCHANDISE POLICY - An RGA may also be obtained, per above, to facilitate the servicing of an item that is inoperable due to a possible manufacturing concern. When requesting service for a warranty-related matter, a detailed report of the defective issue must be included. An RGA number and set of return instructions will be provided by our Customer Service Department. Reportedly defective items will be returned to and evaluated by the Original Equipment Manufacturer (OEM). Upon their verification of a warrantable defect, such item(s) will be repaired, replaced or credited as determined by the OEM's warranty policy.

LIMITATION OF LIABILITY - In no event shall we be liable to you, under any cause of action or claim of any nature whatsoever, regardless of whether characterized as tort, negligence, contract, warranty, or otherwise, (A) for any loss of profits or other economic loss, including, but not limited to, such losses as: (i) wages paid to Buyer's employees or other manual labor costs, (ii) lost revenue, (iii) lost use of equipment, (iv) purchase, lease, or other acquisition of replacement or temporary equipment, facilities or services, (v) cost of capital or (vi) costs or losses relating to downtime, or (B) any other indirect, special, consequential, punitive, exemplary or other similar damages arising out of any claim relating to Buyer's purchases of goods or services gives rise to Stolz Telecom's liability to Buyer.

AMENDMENTS - You agree to be bound by these Terms and Conditions in effect at the time of purchase. You also agree that we may change any of the Terms and Conditions upon 15 days written notice to you and that such changed Terms and Conditions will apply to any subsequent transactions with us. Additionally, you agree that in the event that any portion of these Terms and Conditions are found to be unenforceable, the remainder will remain in full force and effect.

GOVERNING LAW - These Terms and Conditions shall be governed by and construed in accordance with laws of the State of Oklahoma for agreements to be performed entirely within the State of Oklahoma, and the State of Texas for agreements to be performed entirely within the State of Texas without regard to choice of law provisions.

GENERAL - You acknowledge that you have read these Terms and Conditions, understand them and agree to be bound by such Terms and Conditions. All typographical errors are subject to correction.



City of Midwest City Police Department

100 N. Midwest Boulevard

Midwest City, OK 73110

Office 405.739.1320

Fax 405.739.1398

MEMORANDUM

To: Honorable Mayor and City Council

From: Brandon Clabes, Chief of Police

Date: February 23, 2021

Subject: Discussion and consideration of entering into a Jail Services Agreement with the Board of County Commissioners of Oklahoma County and the Oklahoma Criminal Justice Authority of Oklahoma County for fiscal year 2020-21 to provide for the incarceration of City prisoners and “Hold for State” prisoners within the Oklahoma County Jail under the custody of County officials at the rate of \$44.61 per day per prisoner.

The Midwest City Police Department requests the Council to enter into an Agreement with the Board of County Commissioners of Oklahoma County and the Oklahoma Criminal Justice Authority of Oklahoma County. The purpose of this Agreement is to provide for the incarceration of City prisoners and “Hold for State” prisoners within the Oklahoma County Jail, under the custody of County officials. As compensation for this service the City agrees to pay the County Sheriff a rate of \$44.61 per day the inmate is held on behalf of the City.

The term of the Agreement is from July 1, 2020 to June 30, 2021, and may be renewed for successive one-year terms each to begin on July 1st of each year. In addition, this Agreement would only be utilized if the Midwest City Police Department jail were at its maximum capacity of seventy (70) prisoners or more.

It should be noted this contract is normally initiated at the beginning of the fiscal year but because of an oversight, it had not been presented to either governing body for approval.

Staff recommends approval.

Brandon Clabes
Chief of Police

Attachment: Jail Services Agreement

OKLAHOMA COUNTY CRIMINAL
JUSTICE AUTHORITY – MIDWEST
CITY POLICE DEPARTMENT

JAIL SERVICES AGREEMENT

This Jail Services Agreement, made and entered into as of this 1st day of July, 2020, shall be between the City of Midwest City, Oklahoma, an Oklahoma municipality (hereafter referred to as the "City"), the Board of County Commissioners of Oklahoma County, Oklahoma, a political subdivision of the State of Oklahoma (hereinafter referred to as the "County"), and the Oklahoma Criminal Justice Authority (OCCJA) of Oklahoma County, State of Oklahoma, operating as the Oklahoma County Detention Center ("OCDC"), (hereinafter referred to as "OCCJA").

The parties listed above, in consideration of the premises and the mutual covenants set forth below, do hereby agree as follows:

1. Term/Renewal of Agreement
 - A. The term of this agreement shall be from the 1st day of July, 2020, at 12:01 a.m., to midnight on the 30th day of June, 2021, unless the parties agree in writing to a different starting time and date by attached amendment to this agreement. Billing will start upon receipt of any prisoner during the time period of this agreement.
 - B. This agreement may be renewed annually upon expiration for the same time period. The terms of each succeeding contract shall be the same as the previous contract, unless modified in writing and signed by all parties. This agreement is binding solely for the period shown on the face of the agreement, and does not automatically renew under any circumstances.

2. No Separate Legal Entity

No separate legal entity or organization is created by this agreement.

3. Definitions
 - A. A "city prisoner" shall be defined as any prisoner incarcerated in the County Jail solely on municipal charges, solely on municipal convictions, and/or any other person that is otherwise held solely at the request of the law enforcement of the municipality who surrendered custody to OCDC.
 - B. A "hold for state prisoner" shall be defined as a prisoner arrested by a municipal police officer, with or without a warrant, for any alleged violation of Oklahoma state law. Hold for state prisoners will become city prisoners when all state charges have been declined or otherwise disposed of, and the prisoner is being held solely on municipal charge(s) and/or conviction(s).

C. A "prisoner day" shall be defined as each calendar day, or partial day, that a city prisoner is incarcerated in the Oklahoma County Detention Center.

4. Purpose

The purpose of this agreement is to provide for the incarceration of city prisoners and "hold for state" prisoners within the OCDC, and to otherwise coordinate booking and detention functions.

5. Financial Obligation of the City

The financial obligations of the City under this agreement shall be limited to the monies set out below under section 7 titled "Compensation."

6. Termination

A. This agreement may be terminated by any party for any reason, or for no reason, upon one-hundred-eighty (180) days written notice to the other parties.

B. This agreement may be terminated by any party for cause upon the passage of sixty (60) days subsequent to the mailing of notice stating the cause and the requested cure, where cause has failed to be cured.

C. This agreement may be modified or amended as agreed to by the parties prior to June 30, 2021.

7. Compensation

As compensation for the services set out below, the City agrees to pay OCCJA, through OCDC, a rate of forty-four dollars and sixty-one cents (\$44.61) per prisoner per day the prisoner is held on behalf of the City. OCCJA shall assume responsibility for the incarceration of City prisoners within OCDC, and the administrator of that facility shall operate consistently with applicable Oklahoma statutes and the laws of the United States for detention of individuals for violation of municipal ordinances or otherwise held for municipal law enforcement.

The OCDC will prepare and submit statements no later than the 15th of each month following the month of service to the City on a claim form pursuant to statutory requirements. The City will use due diligence to pay properly invoiced amounts within thirty (30) days of receipt.

8. Services

In exchange for the above compensation, OCCJA agrees that OCDC that shall meet the standards set forth in 74 O.S. §192, and all constitutional rights as provided by Oklahoma and United States Constitutions. OCCJA shall provide the following services:

- A. The OCDC administrator hereby assumes all detention and incarceration functions, consistent with applicable laws, for persons delivered to the OCDC who are "city prisoners" or "hold for state prisoners", as defined herein.
- B. The OCDC administrator shall permit the law enforcement officers of the City and the City's agents, in the pursuit of official duties as approved by the Chief of Police of the City, to enter OCDC at any and all hours in the course of the investigative process, including but not limited to, taking custody and/or removing prisoners as necessary for official investigations. During such time, the City assumes responsibility and liability for such prisoners until return to custody of OCDC.
- C. OCDC shall allow the City access at all times to persons incarcerated pursuant solely to municipal ordinance violations and/or municipal convictions. The City assumes responsibility and liability for such prisoners or trustees until return to custody of OCDC.
- D. When transportation and/or admittance into a medical facility is required or necessary, the City agrees to pay any costs incurred by OCDC for transportation and/or security for City prisoners while located off OCDC premises for medical diagnosis or treatment. The cost of transportation will be calculated using the IRS standard mileage rate as of July 1, 2020, and staff time will be calculated at \$25.00 per hour beginning at the time OCDC staff exits the OCDC premises with the City prisoner. Staff time shall be calculated in increments of .10 of an hour, rounded up to the next .10 hour. OCCJA will bill the city no later than the 15th of the following month for the related costs. The City will assume hospital watch within 4 hours of notification of the prisoner's admittance to the hospital. If the City does not assume hospital watch duties within 4 hours, the rate will increase to \$50.00 an hour for each hour that OCDC is required to maintain hospital watch, calculated in increments of .10 of an hour, rounded up to the nearest .10 hour.

9. Custody

- A. For the purposes of this agreement, custody shall be deemed to pass from the City to the OCDC upon the City's presentation and OCDC acceptance

of the documentation required by OCDC for booking of prisoners. For compensation purposes, the City's financial responsibility for City prisoners shall begin upon the presentation of the necessary documentation to book a prisoner into OCDC.

- B. The OCDC administrator agrees to accept and provide for the secure custody, care and safekeeping of all municipal prisoners.
- C. The OCDC administrator shall coordinate with municipal judges of the City for the posting of bonds for those persons charged with violations of municipal ordinances.
All fines/ bonds will be posted with the Municipal Court Clerk's office. The City will be responsible for authorization of all own recognizance bonds on City prisoners. Municipal authorities of the City shall coordinate with OCDC to conduct any necessary video court appearances, including but not limited to arraignments, of prisoners on municipal charges.
- D. The OCDC agrees to release City prisoners within a reasonable time upon notification or authorization to release, unless special circumstances exist. For compensation purposes, the City's financial responsibility ends at release and/or the date the County receives authorization from the City for release of City prisoner, unless the delay in release occurs due to error by the City officials.

10. Medical Care

The City will not present and/or transport any prisoner who is in need of immediate health care to OCDC. A City prisoner who indicates or shows a need for medical care must be taken to an approved emergency health care institution for treatment. Arrested persons who are not conscious, or who are semi-conscious, bleeding, cannot answer questions concerning their health to the satisfaction of the medical staff in the OCDC booking/receiving area, or who are otherwise in need of any medical care will be taken to a hospital prior to being presented for booking at OCDC. City law enforcement must present OCDC staff with paperwork showing either a refusal of medical treatment signed by a licensed medical doctor or proxy for a licensed medical doctor, or discharge paperwork from an approved emergency health care institution, along with the required intake documentation or OCDC will refuse to take custody of the City prisoner until all paperwork is presented.

Once the prisoner is in the custody of the OCDC, the OCDC administrator agrees to accept and provide for the secure custody, care and safekeeping of City prisoners, and shall provide City prisoners with the same level of medical care and services provided all other prisoners. The OCDC administrator agrees to provide transportation and security for "hold for state" prisoners requiring removal from the facility for emergency medical service. OCDC shall notify the designated contact person at the appropriate city police department when medical care is needed for a City prisoner at an

outside medical care facility. The City agrees to provide transportation to and from medical facilities outside OCDC for any City prisoner by a law enforcement vehicle if the situation is not life-threatening and/or by other means, including but not limited to ambulance, as the prisoner's medical condition requires, in the circumstances allow for such arrangements to be made without exacerbating the medical condition of the prisoner or endangering his or her life due to delay of medical services.

Nothing in this agreement shall limit the ability of the OCDC to collect the fees for medical services as set forth in 19 O.S. §531.

In the event that a City prisoner requires medical services/treatment off-site, City will be liable for any such expenses incurred including any transportation costs. City further agrees that it is the party primarily responsible for paying any such medical and related expenses and agree to hold County and OCCJA harmless and indemnify the County and OCCJA for any and all such expenses.

11. Severable Liability

A. This Agreement shall not be construed as creating any agency or third-party beneficiary agreements in any form or manner.

B. All parties herein shall be exclusively liable for loss resulting from torts or torts of employees acting within the scope of their employment, subject to the limitations and exceptions specified in the Governmental Tort Claims Act, 51 O.S. §§151-172, inclusive last amended. All parties shall be exclusively responsible for their own acts and/or the acts of their employees for any alleged violations of rights under the Constitution as required by law. No party shall be liable for the acts or omissions of the other parties.

12. Notices

All notices required under this agreement shall be in writing and shall be mailed by certified mail, return receipt requested, to the City, County, and OCCJA at the following addresses:

If to City:

Mayor, City of Midwest City
100 N. Midwest Blvd.

Chief of Police, City of Midwest City
100 N. Midwest Blvd.

OCCJA
Board Chairperson

201 N. Shartel Ave.
Oklahoma City, OK 73102

Oklahoma County Board of County
Commissioners
320 Robert S. Kerr Avenue
Oklahoma City, OK 73102

13. Fiscal Limitations

The obligation of the parties to pay out funds in support of this agreement is specifically subject to the appropriation of sufficient funds for said purpose under the laws of the State of Oklahoma.

14. Non-Assignable

This agreement shall be non-assignable unless agreed to in writing by all parties.

15. Severable

The provisions of this agreement shall be considered severable and in the event any part or provisions shall be held void by a court of competent jurisdiction, the remaining parts shall then constitute the agreement.

16. Laws and Regulations

This Agreement shall be subject to the Constitution and laws of the United States and the State of Oklahoma. In particular, the provisions of 74 O.S. §192 shall apply.

17. Multiple Copies

This agreement may be copied, each of which shall be deemed an original.

18. Inspections

The OCDC administrator shall make available upon request any and all inspection reports concerning the facility to the Chief of Police and/or City Manager of the City or their designees in a timely manner. This provision does not intend, suggest, or create any liability, or indicate the City has or exerts any control of OCDC. It is intended solely to allow monitoring of jail standards.

19. Security

City personnel shall at all times comply with all security and confidentiality regulations provided to them by OCDC. Information belonging to the County, OCCJA, OCDC, or any employees of those entities will be safeguarded by the City as its own information of like kind, subject to disclosures required by law.

20. Transportation of City Prisoners

The City assumes responsibility for the transportation of City prisoners to all municipal court appearances, and shall coordinate with municipal judges of the City for the posting of municipal bonds.

21. Amendments

Any amendments to this agreement must be in writing and approved by all parties.

22. Complete Agreement

This represents the complete agreement of the parties regarding all matters addressed herein. No oral agreements or representations shall be considered binding on any party.

_____ Chairperson,
OCCJA

Date _____

APPROVED as to form and legality this _____ day of _____, 20____

Assistant District Attorney

The City of Midwest City

By _____ Date _____
Mayor, City of Midwest City

City Clerk, City of Midwest City

Reviewed as to form and legality this _____ day of _____, 20____

Municipal Counselor, City of Midwest City



Oklahoma County Detention Center

Jail Administrator/CEO
201 N. Shartel Avenue
Oklahoma City, OK 73102
Phone: 405.713.1039/ Fax: 405-713-1978
gwilliams@okcountyc.net

January 14, 2021

RE: Boarding Contract with Oklahoma County Detention Center

City Manager, Tim Lyon, and Chief of Police, Brandon Clabes

As of the date of this letter, the annual boarding contract previously sent to you by the Oklahoma County Detention Center remains unsigned for the fiscal year July 1, 2020 – June 30, 2021. The facility cannot continue to accept individuals presented by law enforcement personnel employed by your municipality to be incarcerated solely on warrants, holds, or new charges stemming from violations of your municipal code from this point forward until there is a current boarding agreement in place.

Should you wish to discuss the terms of the agreement provided to you, or any other matter of concern that has prevented you from continuing the long-standing professional relationship between your municipality and Oklahoma County's detention facility, I would welcome the opportunity to speak with you. It is my hope that we can resolve any such issues and work together to serve the citizens of Oklahoma County together.

Sincerely yours,

Greg Williams
Jail Administrator/CEO
(405) 713-1039



City of Midwest City Police Department

100 N. Midwest Boulevard

Midwest City, OK 73110

Office 405.739.1320

Fax 405.739.1398

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Brandon Clabes, Chief of Police

DATE: February 23, 2021

SUBJECT: Discussion and consideration of entering into an interlocal agreement among and between the Board of County Commissioners of Oklahoma County, on behalf of the Oklahoma County Sheriff, ("Oklahoma County") and the Midwest City Police Department, a department of The City of Midwest City, an Oklahoma municipal corporation and a charter city organized and existing pursuant to the Oklahoma State Constitution ("Midwest City").

The City of Midwest City is a major consumer of the Oklahoma County criminal justice system and the Board of County Commissioners of Oklahoma County, on behalf of the Oklahoma County Sheriff, and the Midwest City Police Department request to enter into this contract. This interlocal agreement will assist the Cooperating Entities in improving cooperation and coordination of activities that affect the criminal justice system in Oklahoma County. It will improve public safety through more effective investigation of criminal activities occurring within the boundaries of Oklahoma County by cross deputizing Midwest City Police Officers as Oklahoma Sheriff's Deputies pursuant to state statute. This will enhance detecting and apprehending offenders who have violated the laws of the State of Oklahoma.

The term of this Agreement shall be for five (5) years from the effective date and may be terminated by either party, for any or no reason, upon thirty (30) days' written notice to the other party. This Agreement is made between two political subdivisions and does not create an employment relationship, a joint employment relationship, a borrowed servant relationship, an agency relationship, a joint venture, or an association between the parties. Persons deputized pursuant to this Agreement shall at all times remain under the supervision and control of the City of Midwest City.

Staff recommends approval.

Brandon Clabes, Chief of Police

Attachment: Interlocal Agreement

INTERLOCAL AGREEMENT

This Interlocal Agreement (“Agreement”) is among and between the Board of County Commissioners of Oklahoma County, on behalf of the Oklahoma County Sheriff. (“Oklahoma County”) and the Midwest City Police Department, a department of The City of Midwest City, an Oklahoma municipal corporation and a charter city organized and existing pursuant to the Oklahoma State Constitution (“Midwest City”).

WITNESSETH:

WHEREAS, pursuant to 74 O.S. §1001 et seq., local government units are authorized to enter into an Interlocal Agreement to make the most efficient use of their powers by enabling them to cooperate on a basis of mutual advantage to provide services that will accord best with the needs of the communities; and

WHEREAS, Oklahoma County and Midwest City (collectively “Cooperating Entities”) are the local government units and public agencies entering and creating this Agreement; and

WHEREAS, the Board of County Commissioners of Oklahoma County is body corporate and politic of Oklahoma County and authorized to enter into agreements on behalf of the County pursuant to 19 O.S. § 3; and

WHEREAS, the Sheriff of Oklahoma County is charged with the statutory duty to keep and preserve the peace and to apprehend and secure persons who breach that peace or otherwise commit felony offenses within the boundaries of Oklahoma County pursuant to 19 O.S. § 516;

WHEREAS, Midwest City is an Oklahoma municipal corporation and a charter city organized and existing pursuant to the Oklahoma Constitution with certain statutory authority in Midwest City which is wholly within Oklahoma County; and

WHEREAS, the Cooperating Entities desire to join efforts and resources to identify and apprehend criminal suspects through joint intelligence and investigative efforts thereby improving public safety within the jurisdictions of the Cooperating Entities; and

NOW THEREFORE, in consideration of the mutual obligations and benefits described herein, the Cooperating Entities hereby enter into this Agreement as follows:

A. PURPOSE

To improve public safety through more effective investigation of criminal activities occurring within the boundaries of Oklahoma County by detecting and apprehending offenders who have violated the laws of the State of Oklahoma.

B. EXPENDITURES

Neither Party will charge the other Party any direct or indirect cost rate for the administration or implementation of this agreement. Each Party is responsible only for expenditures for their own employees.

C. LIABILITY AND INDEMNIFICATION

This Agreement is made between two political subdivisions. This Agreement does not create an employment relationship, a joint employment relationship, a borrowed servant relationship, an agency relationship, a joint venture, or an association between the parties. Persons deputized pursuant to this Agreement shall at all times remain under the supervision and control of the City of Midwest City.

In accordance with the provisions of 11 O.S. § 34-103(C), all liability for the acts and omissions of Midwest City Police Officers who are deputized by the Sheriff of Oklahoma County in accordance with the terms of this Agreement, shall in all cases remain an obligation and responsibility of the City of Midwest City.

D. DEPUTIZATION

Midwest City Police Officers may be deputized as Oklahoma County Sheriff's Deputies pursuant to 11 O.S. § 34-103(C).

The Chief of Police shall deliver in writing the names of those officers for whom he is requesting deputization. The Sheriff shall have the right to refuse deputization to any officer and shall have the right to withdraw a deputization once issued by providing notice to the Chief of Police in writing. Any credentials issued to a selected officer will be returned to the Sheriff as soon as possible upon receipt of written notice withdrawing the deputization or upon termination of a selected officer's need for deputization.

E. EFFECTIVE DATE

This Agreement will become effective following the Oklahoma Attorney General's approval and execution by each of the Cooperating Entities. The Effective Date of this Agreement shall be the date of approval by the Oklahoma Attorney General.

F. TERM OF THE AGREEMENT

The term of this Agreement shall be for five (5) years from the Effective Date. This Agreement may be terminated by either party, for any or no reason, upon thirty (30) days' written notice to the other party.

As each Party is responsible for their own equipment and expenses, there will be no property or property interests in common at any time during or upon the expiration or

termination of this Agreement. Each Party will return any property borrowed from the other within thirty (30) days of the expiration or termination of this Agreement.

G. NOTICE

Any notice to be given under this Agreement will be given in writing and delivered by First Class U.S. Mail, or other similar and reliable carrier, or by receipted hand delivery, to the respective Cooperating Entity addresses below. Notice will be deemed to be provided at the time it is actually received or within five days after deposited in First Class U.S. Mail.

Board of County Commissioners of Oklahoma County
c/o County Clerk
320 Robert S. Kerr, 2nd Floor
Oklahoma City, OK 73102

Oklahoma County Sheriff's Office
c/o Sheriff Tommie Johnson
2101 NE 36th Street
Oklahoma City, OK 73111
Email address: Tommie.Johnson@oklahomacounty.org

Midwest City Police Department
c/o Chief of Police
100 N. Midwest Blvd.
Midwest City, OK 73110
Email address: bclabes@midwestcityok.org

H. ENTIRETY OF AGREEMENT

This Agreement constitutes all of the terms and conditions agreed upon by the party and no party, agent, administrator, or their employees may alter or change the terms hereof. Further, no party shall be bound by any statement or representation not in conformity with this Agreement.

I. AMENDMENT OF AGREEMENT

The terms of this Agreement may be amended as required by law or as may be in the interests of the parties. Any such modification and its effective date will be agreed upon by all parties in writing.

J. THIRD PARTY BENEFICIARIES

Nothing in this Agreement is intended by the parties, nor shall the Agreement be construed to confer upon any person or legal entity not a party to this agreement, any right, remedy, or claim, equitable or legal, under or by reason of this Agreement or any

provision hereof. All provisions, conditions, and terms of this Agreement are intended to be and are for the exclusive benefit of the City of Oklahoma City and Oklahoma County. Nothing herein shall be construed as consent by a political subdivision of the State of Oklahoma to be sued by third parties or that this Agreement can be used in any litigation by third parties.

K. AUTHORIZATION

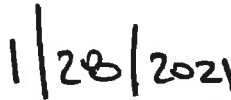
Each signatory to this Agreement represents and warrants to the other that they have the right, power, and authority to enter into and perform their obligations under this Agreement. By their signatures hereto, the parties represent that all requisite action to approve execution, delivery, and performance of this Agreement has been taken and this Agreement constitutes a legal, valid, and binding obligation to the entity he or she represents in accordance with its terms.

L. EXECUTION

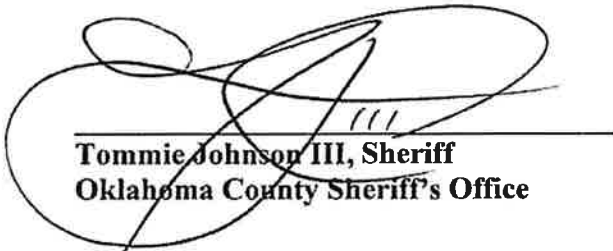
This Agreement may be executed in several counterparts, each of which shall be considered an original and all of which shall constitute but one and the same instrument.



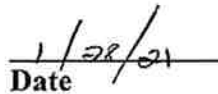
Brandon Clabes, Chief of Police
Midwest City Police Department



Date



Tommie Johnson III, Sheriff
Oklahoma County Sheriff's Office



Date

APPROVED this 01 day of February, 2021

Board of County Commissioners
Oklahoma County, Oklahoma County

Brian Maughan Chair

Kevin Calvey Member

Carrie Blumett Member

Approved as to form and legality on behalf of Oklahoma County:

Ann Ely
Assistant District Attorney

ATTEST: D. B. Hooten, Deputy
County Clerk



APPROVED this _____ day of _____, 2021

City Council of Midwest City

Matthew D. Dukes, II, Mayor

ATTEST:

Sara Hancock, City Clerk

Approved as to form and legality on behalf of the City of Midwest City:

Heather Poole, Municipal Attorney

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MEMO

To: Honorable Mayor and City Council

From: Bert Norton, Fire Chief

Date: Feb 23, 2021

Subject: Discussion and consideration of renewing the agreement with Oklahoma County to provide mutual aid fire support for FY 20-21.

Discussion and consideration of renewing the agreement with Oklahoma County to provide mutual aid fire support. County has given Midwest City a 2000 Ford Chassis that the Midwest City Fire Department has added a used brush fire skid unit to the bed and a cache of VHF radio's to communicate with in a mutual aid capacity. Additionally, this 2021 agreement includes modifications with use of CARES act funds in response to the COVID-19 pandemic.

Staff recommends approval.

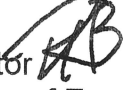


Bert Norton
Fire Chief



Oklahoma County Emergency Management

320 Robert S. Kerr, Suite 101 • Oklahoma City, Oklahoma 73102-3441
(405) 713-1360

TO: Area Fire Chiefs
FROM: David K. Barnes, Director 
Oklahoma County Office of Emergency Management
DATE: January 20, 2021
RE: Revised Annual Fire Equipment Agreements

Please find an attached original of the Annual Fire Equipment Agreement for your jurisdiction. Modifications reflect the addition of equipment provided by Oklahoma County through the use of CARES Act funds, provided to Oklahoma County in response to the COVID-19/Coronavirus Pandemic.

Please verify all listed inventory items and advise this office of any errors or items needing modification.

After obtaining applicable signatures, please return the original to the Oklahoma County Office of Emergency Management at the address below. Following final approval by the Oklahoma County Board of County Commissioners, an electronic copy of the fully executed Revised Annual Fire Equipment Agreement will be provided to you.

Oklahoma County Office of Emergency Management
320 Robert S. Kerr, Suite 101
Oklahoma City, OK 73012

ATTN: David K. Barnes, Director

If you have questions or need additional information, please contact this office. Thank you for your timely assistance in this matter.

Respectfully-

DKB/1-20-21

FIRE EQUIPMENT AGREEMENT
BETWEEN
OKLAHOMA COUNTY BOARD OF COUNTY COMMISSIONERS
AND
THE CITY OF MIDWEST CITY

July 1, 2020 through June 30, 2021 (Revised January, 2021)

This FIRE EQUIPMENT AGREEMENT (the "Agreement") is entered into between the **BOARD OF COUNTY COMMISSIONERS OF OKLAHOMA COUNTY**, a political subdivision organized and existing under the laws of the State of Oklahoma (the "Board"), and **THE CITY OF MIDWEST CITY, a municipal corporation**.

WHEREAS, the Board is empowered pursuant to Title 19, Oklahoma Statutes, Section 351, to provide firefighting service in the County and to expend certain Oklahoma County funds to rent, lease and purchase firefighting equipment; and

WHEREAS, while the county may provide fire protection services through a county fire department, a Board of County Commissioners need not duplicate fire protection services provided by other legal entities within the county, and

WHEREAS, a Board of County Commissioners has legal authority to contract with municipalities to provide fire protection services to persons and property not located within the corporate limits pursuant to 19 O.S. §351.1, and

WHEREAS, pursuant to the Interlocal Cooperation Act in Title 74, Oklahoma Statutes, Sections 1001, *et seq.*, and Title 19, Oklahoma Statutes, Section 351.1, the Board and the City of Midwest City are authorized to enter into an agreement providing for fire protection services for persons and property located within the unincorporated areas of Oklahoma County; and

WHEREAS, by means of this Agreement, the Board desires to provide certain firefighting equipment to the City of Midwest City in return for the City of Midwest City's Fire Department furnishing fire protection and rescue services for persons and property located within the unincorporated areas of Oklahoma County.

NOW, THEREFORE, in consideration of the mutual promises herein contained and other valuable consideration, the parties agree as follows:

- 1. Term.** This Agreement shall commence on July 1, 2020, and shall terminate on June 30, 2021. This Agreement is renewable for an additional fiscal year upon written approval of both parties. Otherwise, this Agreement may be terminated by either of the parties by giving at least thirty (30) days written notice

of such termination. On the termination of this Agreement, either by termination of the fiscal year for which the agreement is written, or written 30-day notification, the City of Midwest City shall return the Equipment to the County.

2. Equipment. The Board shall provide the City of Midwest City with the following firefighting equipment (hereinafter called the "Equipment"):

Property Description	Serial Number	County ID Number
2000 Ford BP F-450	1FDXF47F9YED42197	SP 302-00012
Brush Guard	N/A	SP 302-00012
Signal Vista Siren w/Speakers		
Federal Signal Vista Light Bar		
Motorola HT-1250 HH	749TBU4235	SP602-00515
Motorola HT-1250 HH	749TBU4253	SP602-00517
Motorola HT-1250 HH	749TBU4239	SP602-00518
Motorola HT-1250 HH	749TBU4236	SP602-00520
Motorola HT-1250 HH	749TBU4264	SP602-00521
Motorola HT-1250 HH	749TBU4266	SP602-00522
Motorola HT-1250 HH	749TBU4218	SP602-00524
Motorola HT-1250 HH	749TBU4254	SP602-00525
Motorola HT-1250 HH	749TBU4229	SP602-00527
Motorola HT-1250 HH	749TBU4263	SP602-00529
Motorola HT-1250 HH	749TBSE228	SP602-00533
Motorola HT-1250 HH	749TBSE248	SP602-00534
Motorola HT-1250 HH	749TBSE236	SP602-00535
Kenwood TK-7360H-V Mobile Radio	B3202867	N/A
Kenwood TK-7360H-V Mobile Radio	B3202876	N/A
Kenwood TK-7360H-V Mobile Radio	B3202877	N/A
Kenwood TK-7360H-V Mobile Radio	B3202878	N/A
Kenwood TK-7360H-V Mobile Radio	B3202879	N/A
Kenwood TK-7360H-V Mobile Radio	B3202880	N/A
Kenwood TK-7360H-V Mobile Radio	B3202881	N/A
Kenwood TK-7180-K Mobile Radio	B4800064	N/A
Kenwood TK-7180-K Mobile Radio	B4800065	N/A
Kenwood TK-7180-K Mobile Radio	B4800066	N/A
Kenwood TK-7180-K Mobile Radio	B4800067	N/A
Kenwood TK-7180-K Mobile Radio	B4800068	N/A
Kenwood TK-7180-K Mobile Radio	B4800069	N/A
Kenwood TK-7180-K Mobile Radio	B4800070	N/A
Kenwood TK-7180-K Mobile Radio	B4800071	N/A
Kenwood TK-7180-K Mobile Radio	B4800072	N/A

Kenwood TK-2180 HH MIII TFS	B4300171	N/A
Kenwood TK-2180 HH MIII TFS	B4300172	N/A
Kenwood TK-2180 HH MIII TFS	B4300173	N/A
Kenwood TK-2180 HH MIII TFS	B4300174	N/A
Kenwood TK-2180 HH MIII TFS	B4300175	N/A
Kenwood TK-2180 HH MIII TFS	B4300176	N/A
Kenwood TK-2180 HH MIII TFS	B4300177	N/A
Kenwood TK-2180 HH MIII TFS	B4300178	N/A
Kenwood TK-2180 HH MIII TFS	B4300179	N/A
Kenwood TK-2180 HH MIII TFS	B4300180	N/A
Kenwood TK-2180 HH MIII TFS	B4300181	N/A
Kenwood TK-2180 HH MIII TFS	B4300182	N/A
Kenwood TK-2180 HH MIII TFS	B4300183	N/A
Kenwood TK-2180 HH MIII TFS	B4300184	N/A
Kenwood TK-2180 HH MIII TFS	B4300185	N/A
Kenwood TK-2180 HH MIII TFS	B4300186	N/A

Dexter T-600 Extractor		SP 608-00010
UVC 2 Hanging UV Light Units (6)	1201	SP 503-00011
	1202	SP 503-00012
	1203	SP 503-00013
	1204	SP 503-00014
	1205	SP 503-00015
	1206	SP 503-00016
UVC 2 Tripod UV Light Units (6)	1221	SP 503-00031
	1222	SP 503-00032
	1223	SP 503-00033
	1224	SP 503-00034
	1225	SP 503-00035
	1226	SP 503-00036

3. Purpose. The City of Midwest City shall use the Equipment for the purpose of providing firefighting and rescue services to persons and property located within the unincorporated areas of Oklahoma County, including the City of Midwest City, or, when provided by law or pursuant to an agreement under 63 O.S. § 695, Oklahoma Intrastate Mutual Aid Compact, to other cities, towns, or political subdivisions of the State of Oklahoma as necessary for mutual aid and assistance; and further, to respond to major natural or man-made disasters, including but not limited to bomb disposal and hazardous material handling, in such jurisdictions when so requested by the Oklahoma County Emergency Management Director or appropriate authority.

4. Maintenance and Repair. The City of Midwest City will be solely responsible for: (a) maintaining the Equipment in safe operating condition in accordance with the laws of the State of Oklahoma, including, but not limited to, periodic safety checks and maintenance reviews required by the Board to ensure

that the Equipment meets or exceeds all safety provisions and requirements; **(b)** scheduling necessary maintenance; **(c)** providing housing for the Equipment inside a structure suitable to protect the Equipment from adverse weather and vandalism when the Equipment is not in use; and **(d)** notifying the Oklahoma County Emergency Management Director whenever repairs or preventive maintenance work is needed to keep the Equipment in optimum operating condition, and thereafter taking the Equipment for repairs or servicing to the Oklahoma County Highway District site designated by the Oklahoma County Emergency Management Director, or other appropriate maintenance or repair facility, as necessary.

5. Indemnification. The City of Midwest City assumes all liability for any personal injuries, death claims, property damages or any other damages arising out of the possession and operation of the Board's firefighting equipment or any action or causes of action arising there from pursuant to this Agreement. The City of Midwest City further agrees, as allowed by Oklahoma law, to indemnify and hold the Board and Oklahoma County, their employees, officers, and agents, harmless from any claims of any kind, including attorney fees and costs of defending same that arise from the use of the Equipment. The City of Midwest City agrees to maintain liability insurance in an amount sufficient to satisfy any claim or lawsuit that might arise under the Governmental Tort Claims Act (Title 51 Oklahoma Statutes, Sections 151 *et seq.*) covering the obligations contained herein and including a provision that the Board, at the address set forth below, will be notified no less than ten (10) days prior to any cancellation of the policy, a copy of which insurance or renewal policy shall be submitted to:

Oklahoma County Emergency Management Director
320 Robert S. Kerr Avenue, Suite 101
Oklahoma City, Oklahoma 73102

6. Workers' Compensation Liability. The City of Midwest City shall provide workers compensation insurance for all personnel utilizing the Equipment or assume sole responsibility thereof.

7. Use of Equipment. The City of Midwest City shall have the sole responsibility of ensuring that all drivers of the Equipment have a current valid State of Oklahoma driver's license and have had appropriate training in the use of the vehicle and the Equipment.

8. Notice of Accidents. Any Oklahoma County-owned Equipment involved in an accident, of any type, shall be reported, including a copy of any police or highway patrol report, to the Oklahoma County Emergency Management Director within ten (10) days of said accident.

9. Injuries. The City of Midwest City shall be solely liable for any operator, passenger, guests or any other persons injured by the Equipment. A written

report of such injury shall be submitted to the Oklahoma County Emergency Management Director within ten (10) days from the date of the injury.

10. Destruction of Equipment. Neither the Board nor any department of Oklahoma County is under any obligation to replace the Equipment if the Equipment is destroyed or damaged beyond repair. The City of Midwest City may, at its discretion, provide additional insurance coverage to insure against said damage or destruction. A copy of any such policy or renewal shall be submitted to the Oklahoma County Emergency Management Director, 320 Robert S Kerr Avenue, Suite 101, Oklahoma City, Oklahoma, 73102, within ten (10) days after receipt by the City of Midwest City.

11. Breach of Agreement. Failure to adhere to any of the terms of this Agreement will result in the Equipment being immediately recalled by the Board.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set forth beside their signatures, with this Agreement to be effective as of July 1, 2020.

APPROVED:



Director, Oklahoma County Emergency Management

Approved as to form and legality this 13 day of January, 2021.



Assistant District Attorney

THE CITY OF MIDWEST CITY

APPROVED AND AGREED TO by the City of Midwest City this _____ day of _____, 2021.

BY: _____, Mayor

Printed Name: _____

ATTEST: _____, City Clerk

**BOARD OF COUNTY COMMISSIONERS OF
OKLAHOMA COUNTY, OKLAHOMA**

APPROVED AND AGREED TO by the Board this _____ day of
_____, 2021.

By: _____
Carrie Blumert, Member

By: _____
Brian Maughan, Member

By: _____
Kevin Calvey, Member

ATTEST:

David B. Hooten, County Clerk



CITY of MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT
ENGINEERING DIVISION

Billy Harless, Community Development Director
Brandon Bundy, P.E., City Engineer

ENGINEERING DIVISION
Brandon Bundy, P.E., City Engineer
CURRENT PLANNING DIVISION
Kellie Gilles, Manager
COMPREHENSIVE PLANNER
Petya Stefanoff, Comprehensive Planner
BUILDING INSPECTION DIVISION
Christine Brakefield, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

TO : Honorable Mayor and Council

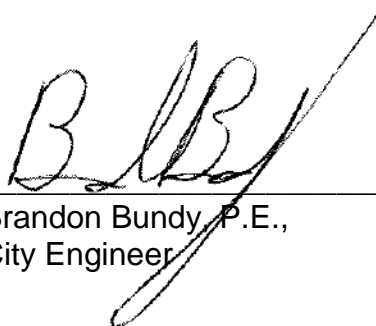
FROM : Brandon Bundy, P.E., City Engineer

DATE : February 23rd, 2021

SUBJECT : Discussion and consideration approving Amendment #2 extending the agreement with Schwarz Paving for temporary staging of construction equipment at 9100, 9200, and 9300 SE 29th Street, for an approximate term of 6 additional months terminating on September 22nd, 2021.

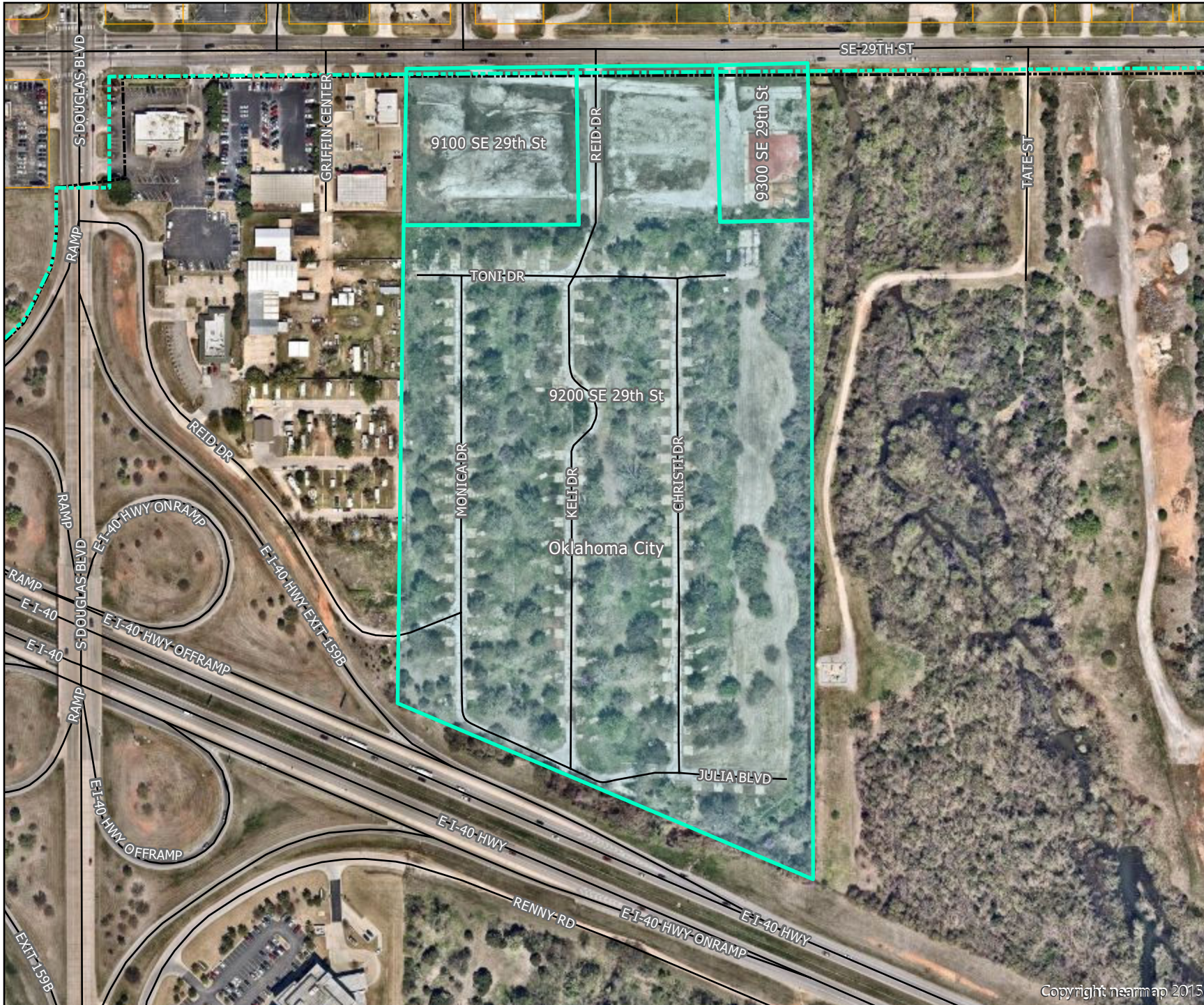
The City entered into an agreement October 22nd, 2019 with Schwarz Companies to use the City's land at 9100, 9200, and 9300 SE 29th Street for staging of equipment. There has been one five (5) month extension bring the lease to end of March 2021. The site was used by the contractor to crush concrete from our SE 29th Street reconstruction project. The crushing operation has since been completed but the contractor would like to keep the material at the staging area until a suitable place is found to haul. In return, the contractor has agreed to give the City 150 tons of the crushed concrete which Public Works will gladly accept. The proposed agreement will end September 22nd, 2021.

Staff recommends approval.



Brandon Bundy, P.E.,
City Engineer

Attachment



MWC City Limits
Parcel Boundaries



1 in = 270 ft
when printed actual size
on 8-1/2x11" paper

DISCLAIMER

This map is a general information public resource. The City of Midwest City makes no warranty, representation or guarantee as to the content, accuracy, timeliness or completeness of any of the information provided on this map. Any party's use or reliance on this map, or any information on it, is at that party's own risk and without liability to the City of Midwest City, its officials or its employees for any discrepancies, errors or variances that may exist.

Schwarz Companies

Schwarz Paving Co., Inc.

8251 West Reno

Phone: (405) 789-7203

Schwarz Asphalt, LLC

Oklahoma City, OK 73127

Fax: (405) 789-7303

February 3, 2021

City of Midwest City
Attention: Brandon Bundy
100 N Midwest Boulevard
Midwest City, OK 73110

John Mayfield, President
Schwarz Paving Company, Inc.
8251 West Reno
Oklahoma City, OK 73127

Re: Amendment #2 to the Temporary Agreement for Lot located at 9100, 9200 and 9300 SE 29th Street Midwest City, Oklahoma.

This letter will serve as an Amendment to the Agreement for a temporary staging area located at 9100, 9200 and 9300 SE 29th Street Midwest City, Oklahoma entered into on October 22nd, 2019, by and between CITY OF MIDWEST CITY and SCHWARZ PAVING COMPANY, INC.

This Amendment will extend the previously amended agreement for an additional six (6) months for a new end date of September 22nd, 2021. Schwarz Paving will immediately compensate Midwest City with the equivalent of \$1,950 worth of Aggregate Base (approximately 150 tons).

All terms and conditions of this Amendment to the Original Agreement are hereby ratified and acknowledged.

Agreed and executed this _____ day of February, 2021.

Attest:

The City of Midwest City

City Clerk

Mayor

SCHWARZ PAVING COMPANY, INC.



John Mayfield, President



CITY of MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION
Brandon Bundy, P.E., City Engineer
CURRENT PLANNING DIVISION
Kellie Gilles, Manager
COMPREHENSIVE PLANNER
Petya Stefanoff, Comprehensive Planner
BUILDING INSPECTION DIVISION
Christine Brakefield, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

TO : Honorable Mayor and Council

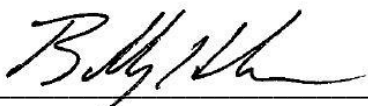
FROM : Billy Harless, Community Development Director

DATE : February 23, 2021

SUBJECT : Discussion and consideration to approve Amendment #1 to the professional design services contract with TAP Architecture in the amount of \$37,000 for the I-40 Spirit Torch at Hudiburg Dr.

The original agreement was approved at the regular Council Meeting on April 8, 2014. Since that time, TAP has continued the design, supervise and construction of the I-40 Spirit Torch at Hudiburg Dr. The construction is nearly complete with torch to be installed within the next few months. After the original contract was signed, there were a number of issues with the Oklahoma Department of Transportation concerning the original location and environmental clearance. This required TAP to redesign the project for multiple locations, which was beyond their original scope. The original contract was for \$35,800.00

This agreement will be funded with already budgeted funds in project #571002.



Billy Harless, AICP
Community Development Director

Attachment

415 N. Broadway

Oklahoma City

Oklahoma 73102



V. 405.232.8787

www.tapokc.com

info@tapokc.com

Friday, February 12, 2021

The CITY of MIDWEST CITY
100 N MIDWEST BOULEVARD
MIDWEST CITY OK 73110

Re: The I-40 Spirit Torch

Honorable Mayor and Council:

TAP has been fortunate to be selected to provide consulting services for several important projects for Midwest City including the Hangar, an exciting element in the W P Bill Atkinson Park improvements coming to the Original Mile. TAP is also the design consultant for the dynamic Spirit Torch which is now taking shape on the south side of I-40 and symbolizes entry into Midwest City.

Subsequent to the initial design approvals by the City and ODOT we encountered complications. ODOT required relocation of the Torch twice causing redesigns and years of delays. ODOT added an additional requirement for approval of bidding documents and procurement using State methods and awards.

This much anticipated project has been delayed with the site relocations, environmental studies and rebidding but we have a completion date in a few months thanks to the perseverance of the City's staff and their project team. TAP has been committed to the Spirit Torch since 2014 and will remain committed until it becomes an exceptional highway sign to announce and celebrate Midwest City.

Through no fault of its own TAP has expended significantly more resources to complete the Spirit Torch project than anyone could have predicted. That being the case I appreciate your consideration of a contract amendment in the amount of \$37,000 to help compensate my firm for time spent on the prolonged but successful completion of Midwest City's Spirit Torch.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Anthony McDermid', with a long horizontal line extending to the right.

Anthony McDermid, AIA
TAP Founding Principal



AIA[®] Document G802™ – 2017

Amendment to the Professional Services Agreement

PROJECT: *(name and address)*
I-40 Enhancements MWC
Midwest City

AGREEMENT INFORMATION:
Date: AIA Doc. B105 April 8, 2014

AMENDMENT INFORMATION:
Amendment Number: 001
Date: February 23, 2021

OWNER: *(name and address)*
City of Midwest City

ARCHITECT: *(name and address)*
TAP / The Architectural Partnership,
P.C. dba TAP

100 N MIDWEST BOULEVARD
MIDWEST CITY OK 73110

415 North Broadway Avenue
Oklahoma City OK 73102

The Owner and Architect amend the Agreement as follows:

Article 1 - Additional Architect's Responsibilities shall include:

1. Designs for multiple alternative sites as directed by ODOT
2. Coordination of environmental studies as directed by ODOT
3. Attendance at multiple design and coordination meetings with ODOT
4. Preparation of bidding documents and procurement methods to ODOT specifications
5. Delay in bidding and subsequent analysis of rejected bids
6. Redesign and rebidding project
7. Extended duration of project

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Additional compensation in the amount of Thirty Seven Thousand [37,000] Dollars

Schedule Adjustment:

Article 6 - Revise completion of services from Twenty Four [24] months to Ninety Six [96] months

SIGNATURES:

TAP / The Architectural Partnership,
P.C. dba TAP

City of Midwest City

ARCHITECT *(Firm name)*

OWNER *(Firm name)*

SIGNATURE

SIGNATURE

Anthony McDermid, Principal

PRINTED NAME AND TITLE

Matt Dukes, Mayor

PRINTED NAME AND TITLE

DATE

02-12-2021

DATE



CITY of MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT
ENGINEERING DIVISION

Billy Harless, Community Development Director
Brandon Bundy, P.E., City Engineer

ENGINEERING DIVISION
Brandon Bundy, P.E., City Engineer
CURRENT PLANNING DIVISION
Kellie Gilles, Manager
COMPREHENSIVE PLANNER
Petya Stefanoff, Comprehensive Planner
BUILDING INSPECTION DIVISION
Christine Brakefield, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

TO : Honorable Mayor and Council

FROM : Brandon Bundy, P.E., City Engineer

DATE : February 23rd, 2021

SUBJECT : Discussion and consideration of entering into and approving an Agreement for Professional Services with Crafton, Tull and Associates, Inc., in the amount of \$8,000 to provide survey, design, and bidding services to construct a sidewalk along Kittyhawk Drive from Lockheed Drive to Key Boulevard.

The City has negotiated with Crafton, Tull and Associates to survey, design, and assist in bidding out a project to construct a sidewalk along Kittyhawk Drive from Lockheed Drive to Key Boulevard.

The sidewalk can either be built on the north or south side of the street but the south side has been identified as the lowest cost scenario.

- Less driveways on the south side to reconstruct for ADA compliance.
- Approximate 250' stretch on south side which a development will construct as part of a future building permit.
- Frontage along the First Baptist Church already has sidewalk which may be usable.
- There is a high grade along the north side at 802 Lockheed, 103 Kittyhawk, 105 Kittyhawk, 107 Kittyhawk which will result in steep drives and potential retaining wall needs.



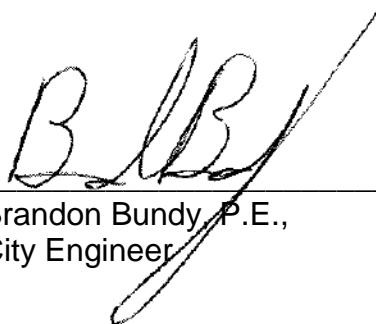


		# of driveways to cross	Estimated length of new sidewalk
North Side	Single Car	26	1920 feet
	Wider	9	
	Total	35	
South Side	Single Car	16	1575 feet
	Wider	6	
	Total	22	

This contract is funded in the existing budget through project #922101, Fund 40-06.

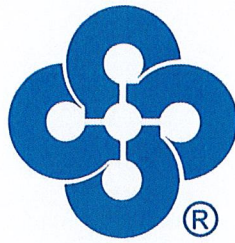
I am available for any additional questions.

Staff recommends approval.



Brandon Bundy, P.E.,
City Engineer

Attachment



**SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of February 23, 2021 (“Effective Date”) between

City of Midwest City (“Owner”)

and Crafton, Tull & Associates, Inc. (“Engineer”)

Engineer agrees to provide the services described below to Owner for Sidewalk Construction (“Project”).

Description of Engineer’s Services: Surveying, Design and bidding assistance for sidewalk construction on

E. Kittyhawk Drive in Midwest City, Oklahoma (See Exhibit A – Scope of Services)

Street Address of Property *: E. Kittyhawk Drive from E. Lockheed Drive to Key Blvd. Midwest City, Oklahoma

Owner and Engineer further agree as follows:

1.01 Basic Agreement

A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement, and Owner shall pay Engineer for such Services as set forth in Paragraph 9.01.

2.01 Payment Procedures

A. *Preparation of Invoices.* Engineer will prepare invoices in accordance with Engineer’s standard invoicing practices and submit the invoices to Owner.

3.01 Additional Services

A. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above, however, no

additional services are to provided by engineer unless signed off in writing by both parties.

B. Owner shall pay Engineer for such additional services as follows: For additional services of Engineer’s employees engaged directly on the Project an amount equal to the cumulative hours charged to the Project by each class of Engineer’s employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer’s consultants’ charges, if any.

4.01 Termination

A. The obligation to provide further services under this Agreement may be terminated:

1. For cause,

a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party.

b. By Engineer:

upon seven days written notice if Engineer believes that Engineer is being requested by Owner to furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or

upon seven days written notice if the Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control.

Engineer shall have no liability to Owner on account of such termination.

c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under paragraph 4.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon the receipt of notice by Engineer.

B. The terminating party under paragraphs 4.01.A.1 or 4.01.A.2 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to demobilize personnel and equipment from the Project site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

5.01 Controlling Law

A. This Agreement is to be governed by the law of the state in which the Project is located.

6.01 Successors, Assigns, and Beneficiaries

A. Owner and Engineer each is hereby bound and the partners, successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by paragraph 6.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

7.01 General Considerations

A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Engineer and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.

B. Engineer shall not at any time supervise, direct, or have control over any contractor's work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

C. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in

accordance with the contract between Owner and such contractor.

D. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any of construction work; or for any decision made on interpretations or clarifications of the construction contract given by Owner without consultation and advice of Engineer.

E. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract@ as prepared by the Engineers Joint Contract Documents Committee (No. C-700, 2002 Edition).

F. All design documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.

G. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, unless caused by negligence or misconduct of either party.

H. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

I. Files in electronic media format of text, data, graphics, or other types that are furnished by the Engineer to the Owner or to the Contractor upon the Owner's direction are furnished only for convenience, not reliance by the receiving party. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. If there is a discrepancy between the

electronic files and the hard copies, the hard copies govern.*

J. In the event of a negligent error or omission in the Engineer's designs, plans, Specifications, or other services ("the defect"), the Engineer's sole responsibility to re-perform or redesign the plans, specifications, services or other deliverables related to the defect, plus the reasonable direct damages caused by the defect. The Engineer shall not be liable for and damages shall not include the cost of any addition, betterment, or improvement to the Work, nor for any item that otherwise would have been required to complete the Work, nor the cost and expense that would have been incurred by the Owner had such defect not occurred.*

* This is a change from the standard EJCDC E-520 document.

8.01 Total Agreement

A. This Agreement (consisting of pages 1 to 4 inclusive together with any expressly incorporated appendix), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

INSTRUCTIONS TO USERS FOR COMPLETION OF AGREEMENT:

1. Select and retain as Page 4 of 4 one of the four method of payment pages that follow.
2. Remove and discard this page and the three unused method of payment pages.

9.01 Payment (Lump Sum Basis)

A. Using the procedures set forth in paragraph 2.01, Owner shall pay Engineer as follows:

- 1. A Lump Sum amount of \$ 8,000.00. This amount includes compensation for Engineer's Basic Services. The Lump Sum noted herein accounts for labor, overhead, and profit.
- 2.* Reimbursable expenses and outside services shall be included in the Lump Sum.
- 3.* The Engineer may subcontract with other consultants to complete the services on the Project. The cost for such subconsultants shall be invoiced over and above the Lump Sum fee at cost times a 1.05 multiplier. The Owner shall have the opportunity to approve the use of such subconsultants prior the Engineer engaging their services.
- 4.* Additional services authorized in writing by the Owner shall be invoiced at the Engineer's Standard Hourly Rates, as shown in the attached Exhibit "B".
- 5.* A retainer in the amount of \$ -0- for the Engineer to begin work on this project. The amount of the retainer is included in the Lump Sum amount and will be applied to the final invoice.

B. The Engineer's compensation is conditioned on the time to complete construction not exceeding 12 months. Should the time to complete construction be extended beyond this period, total compensation to Engineer shall be appropriately adjusted, after any additional amounts to be paid to Engineer are approved in writing by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

OWNER:

ENGINEER: CRAFTON, TULL & ASSOCIATES, INC.

By: _____
Printed Name and Signature

By: 
[Kendall Dillon]

Title: _____

Title: Senior Vice President

Date Signed: _____

Date Signed: 2/16/2021

License or Certificate No. and State OK 973 PE/LS

Address for giving notices:

Address for giving notices:

Attention: Brandon Bundy

Crafton Tull

City of Midwest City

300 Pointe Parkway Blvd.

100 N. Midwest City, Oklahoma 73110

Yukon, Oklahoma 73099

e-mail address: BBundy@midwestcityok.org

e-mail address: Michael.Williams@Craftontull.com

* This is an addition to the standard EJCDC E-520 document.

**Exhibit “A”
Scope of Basic Services For:**

Project:	Kittyhawk Sidewalk
Client:	City of Midwest City – Brandon Bundy
Location of Project:	Along E. Kittyhawk Dr. between E. Lockheed Dr. and Key Blvd.
Discipline:	Civil Engineering
Discipline Manager:	Mike Williams
Project Manager:	Mike Williams
Proposal Date:	January 26, 2021
Billing Type:	Lump Sum
Fee/Estimate:	\$8,000.00
Description of the Construction Project:	Construct ADA compliant 5' wide sidewalk and ramps, replacement / relocation of existing concrete drives, water meters and signage is also included.

The services to be provided by the Engineer:

Survey Phase: (\$2000)

- Our survey crew will set permanent survey control monuments on the site that will be tied to the city coordinate and elevation datum to which all survey data for this project will be referenced.
- We will provide a topographic survey of the project area site, including an additional 50' wide strip beyond the proposed improvement area. Sufficient ground elevation shots will be taken for the creation of 1'-contours across the proposed improvement site. We will locate the exterior corners of any existing building immediately adjacent to the proposed improvement site and determine its related finish floor elevation.
- We will locate all visible utility lines on the project area site and those as marked by the utility 1-Call System, and will include the sizes & flow lines of drainage inlets and pipes, and sewer manhole tops & inverts.
- We will prepare a base survey drawing of the boundary and topographic survey for the proposed improvement area site, which will be used for engineering design purposes.

Design Phase (60% Drawings): (\$2000)

- Construction Drawings to include:
 - Title Sheet
 - Summary and Pay Quantities sheet
 - Existing Conditions / Survey
 - Removal / Demolition Sheet
 - Site Plan with RW information
 - Concrete Drive X-section for sidewalk placement

Final Design Phase (“On-site” Only): (\$3500)

- Construction Drawings to include:
 - Title Sheet
 - Summary and Pay Quantities sheet
 - Existing Conditions / Survey
 - Removal / Demolition Sheet
 - Site Plan with RW information
 - Concrete Drive X-sections for sidewalk placement
 - Erosion Control Plan and Details
 - Details (ADA, Ramps, Misc.)

Bidding Assistance Phase: (\$500)

- Quantity Take-offs & Engineers Estimate
- Attend Pre-bid meeting

Items Provided by Owner:

- Subdivision Information (provided)

Additional Items that can be Provided by CTA under amendment or separate contract

- Construction Staking
- Traffic Study
- Retaining Wall Design
- Landscaping Design

This is the scope of services for the Project. Should there be additions to this scope of services, those services shall be compensated for additional fee.

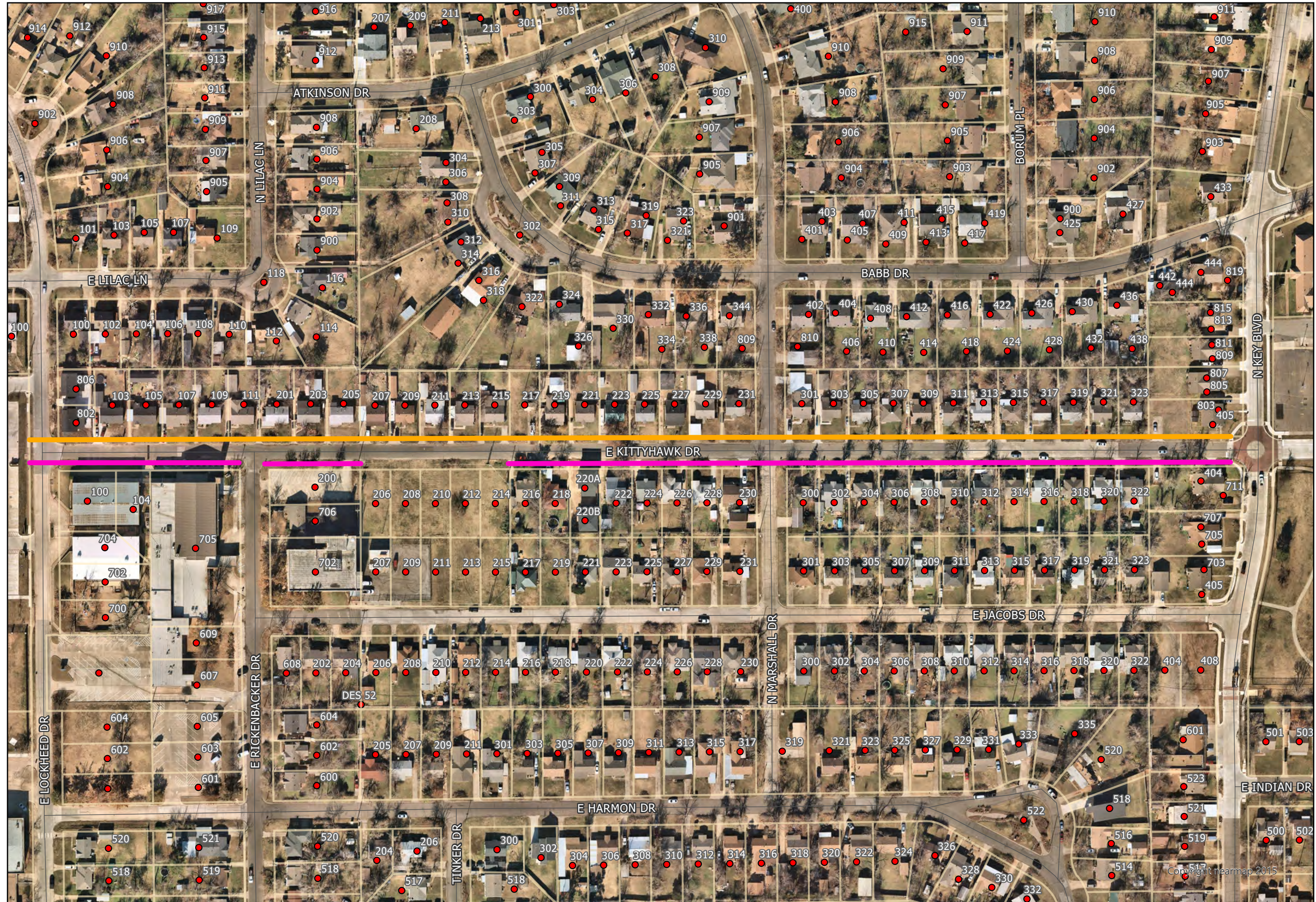


Exhibit "B"

Standard Hourly Rate Schedule
Effective January 1, 2021

Category	Hourly Rate
CIVIL ENGINEERING	
ENGINEERING PRINCIPAL	\$ 190
SR. ENGINEERING MANAGER	\$ 175
ENGINEERING MANAGER	\$ 155
SR. PROJECT ENGINEER	\$ 130
PROJECT ENGINEER	\$ 120
ENGINEER INTERN III	\$ 115
ENGINEER INTERN II	\$ 100
ENGINEER INTERN I	\$ 90
SR. ENVIRONMENTAL SCIENTIST	\$ 145
ENVIRONMENTAL SCIENTIST	\$ 85
SR. ENGINEERING DESIGNER	\$ 135
ENGINEERING DESIGNER III	\$ 105
ENGINEERING DESIGNER II	\$ 85
ENGINEERING DESIGNER I	\$ 75
ENGINEERING CAD TECHNICIAN III	\$ 70
ENGINEERING CAD TECHNICIAN II	\$ 60
ENGINEERING CAD TECHNICIAN I	\$ 45
ADMINISTRATIVE	
ADMINISTRATIVE PRINCIPAL	\$ 185
ADMINISTRATIVE MANAGER	\$ 125
ADMINISTRATIVE IV	\$ 85
ADMINISTRATIVE III	\$ 70
ADMINISTRATIVE II	\$ 50
ADMINISTRATIVE I	\$ 35
LANDSCAPE ARCHITECTURE	
SR. LANDSCAPE ARCHITECT	\$ 135
PROJECT LANDSCAPE ARCHITECT	\$ 100
LANDSCAPE ARCHITECTURE DESIGNER	\$ 80
LANDSCAPE ARCHITECT INTERN	\$ 80
PLANNING	
PLANNING MANAGER	\$ 150
SR. PLANNER	\$ 140
PROJECT PLANNER	\$ 115
PLANNER II	\$ 95
PLANNER I	\$ 80

Category	Hourly Rate
INSPECTION	
SR. INSPECTOR	\$ 100
INSPECTOR II	\$ 85
INSPECTOR I	\$ 60
SURVEYING	
PROFESSIONAL SURVEYOR PRINCIPAL	\$ 190
SR. PROFESSIONAL SURVEYOR	\$ 140
PROFESSIONAL SURVEYOR	\$ 115
SURVEY PROJECT MANAGER	\$ 110
SURVEY COORDINATOR	\$ 85
SURVEYOR INTERN	\$ 75
SURVEY PARTY CHIEF	\$ 75
SURVEY TECHNICIAN III	\$ 55
SURVEY TECHNICIAN II	\$ 45
SURVEY TECHNICIAN I	\$ 35
GEOGRAPHIC INFORMATION SYSTEMS	
GIS MANAGER	\$ 110
GIS ANALYST	\$ 85
GIS TECHNICIAN II	\$ 55
GIS TECHNICIAN I	\$ 40
REIMBURSABLE EXPENSES	
GPS Equipment	\$35/Hour
Robotic Survey Equipment	\$20/Hour
LIDAR Scanning Equipment	\$35/Hour
UAV	\$1000/Unit
Job Related Mileage	\$0.56/Mile
Per Diem for Out of Town Crews	Per GSA Allowable
Airfare and other travel related expenses	At Cost
Black and white 8.5"x11" Copies	\$0.15/sheet
Color 8.5"x11" Copies	\$1.50/sheet
Photo Paper Color Plan Sheet Copies	\$0.75/sq. ft.
Reproducible Plan Copies (Vellum)	\$1.50/sq. ft.
Reproducible Plan Copies (Bond)	\$0.35/sq. ft.
<i>All rates are subject to change without notice.</i>	



1 in = 150 ft
when printed actual size
on 11"x17" paper

DISCLAIMER
This map is a general information public resource. The City of Midwest City makes no warranty, representation or guarantee as to the content, accuracy, timeliness or completeness of any of the information provided on this map. Any party's use or reliance on this map, or any information on it, is at that party's own risk and without liability to the City of Midwest City, its officials or its employees for any discrepancies, errors or variances that may exist.



Public Works Administration

R. Paul Streets, Director
pstreets@midwestcityok.org

405-739-1061

Patrick Menefee, Public Works City Engineer

pmenefee@midwestcityok.org

405-739-1062

8730 S.E. 15th Street,
Midwest City, Oklahoma 73110

To: Honorable Mayor and Council

From: Patrick Menefee, P.E., City Engineer

Date: February 23, 2021

Subject: Discussion and consideration approving Amendment #2 to the engineering contract for professional design services for construction of one new 1.75 MG ground (at grade) water storage and a new booster pump station located in the vicinity of Felix Place north of S.E. 15th Street in the amount of \$9,937.00.

The attached amendment expands the engineering design agreement with Garver Engineering for the Booster Pump Station Project. The amendment would allow the redesign of the generator that provides back up power to the facility. The project generator was originally designed to be fueled by diesel, which is less reliable and more labor intensive for staff to operate. The redesign would switch the generator over to natural gas, a stable fuel source that's more reliable long term.

Approval of the amendment is at the discretion of the City Council.

Patrick Menefee, P.E.,

Public Works City Engineer

Attachment



AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES
City of Midwest City
Midwest City, Oklahoma
Project No. 13078410

CONTRACT AMENDMENT NO. 2

This Contract Amendment No. 2, effective on the date last written below, shall amend the Amended Contract between the City of Midwest City (Owner) and GARVER, LLC (GARVER), original contract dated May 14, 2013 and last amended September 9, 2019 (Amendment No.1) referred to in the following paragraphs as the Amended Contract.

This Contract Amendment No. 2 adds professional services for the:

Construction of one new 1.75 MG ground (at grade) water storage tank and a new booster pump station located in the vicinity of Felix Place north of SE 15th Street.

The Amended Contract is hereby modified as follows:

SECTION 2 – SCOPE OF SERVICES

13.0 Additional Services considered Extra Work

To accommodate a change in the Owner's operational design intent from the original design, GARVER will provide design services for modification of the standby generator from diesel (as specified in the contract documents) to natural gas fuel supply. Services will include:

- Update of standby generator specifications.
- Coordination of natural gas supply with Oklahoma Natural Gas Company.
- Natural gas piping and regulation design and specification.
- Natural gas piping alignment and site routing.
- Submission of two (2) copies of updated design drawings and specifications to Owner and three (3) copies to the Contractor as part of a change order.

14.0 Schedule

GARVER shall complete the work described under Section 2 of this Contract Amendment No. 2 in accordance with the schedule below:

<u>Service Description</u>	<u>Calendar Days</u>
Re-Design of Standby Generator	30 days from receipt of executed Amendment

SECTION 3 - PAYMENT

Section 3 of the Amended Contract is hereby amended to include the follow item:



ITEM NO.	WORK DESCRIPTION	FEE AMOUNT	FEE TYPE
13.0	Re-Design of Standby Generator (Amendment No. 2)	\$9,937.00	LUMP SUM
	TOTAL FEE	\$9,937.00	

The additional lump sum payment to be paid under Contract Amendment No.2 is **\$9,937.00**.

This Agreement may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, Owner and GARVER have executed this Amendment effective as of the date last written below.

CITY OF MIDWEST CITY

GARVER, LLC

By: _____
Signature

By: *R. McIntyre*
Signature

Name: _____
Printed Name

Name: Randall G. McIntyre
Printed Name

Title: _____

Title: Vice President

Date: _____

Date: 02/05/2021

Attest: _____

Attest: *Michael L Dewing*



Public Works Administration

8730 S.E. 15th Street,
Midwest City, Oklahoma 73110

Public Works Director

pstreets@midwestcityok.org

(405) 739-1061

Public Works City Engineer

pmenefee@midwestcityok.org

(405) 739-1062

www.midwestcityok.org

Memorandum

To: Honorable Mayor and City Council

From: R. Paul Streets, Public Works Director

Date: February 23, 2021

Subject: Discussion and consideration approving an ordinance as required by Article IV, Section 4 of the Midwest City Charter declaring one (1) 1985 International Bucket Truck Model S1900 Vin #8695, which has a value of more than \$10,000, surplus property and authorizing its disposal by sealed bid, public auction or other means necessary; and providing for repealer and severability.

The Street Department bucket truck described below has been removed from service because it needs to be replaced and is no longer safe to certify for operation. As such, we recommend declaring this piece of equipment surplus property and authorizing its disposal by sealed bid, public auction or other means necessary.

- Unit #09-03-24, a 1985 International Bucket Truck model S1900
Vin# 1HTLDTVRXFHA48695

Action is at the discretion of the Mayor and Council.

Respectfully,

R. Paul Streets
Public Works Director

Attached: Ordinance

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ORDINANCE NO. _____

AN ORDINANCE AS REQUIRED BY ARTICLE IV, SECTION 4 OF THE MIDWEST CITY CHARTER DECLARING ONE (1) 1985 INTERNATIONAL BUCKET TRUCK MODEL S1900 VIN #8695, WHICH HAS A VALUE OF MORE THAN \$10,000, SURPLUS AND AUTHORIZING ITS DISPOSAL BY SEALED BID, PUBLIC AUCTION OR OTHER MEANS NECESSARY; AND PROVIDING FOR REPEALER AND SEVERABILITY

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

ORDINANCE

SECTION 1. That one (1)1985 International Bucket Truck Model S1900, Unit 09-03-24, VIN #1HTLDTVRXFHA48695 is hereby declared surplus and authorizing its disposal by sealed bid, public auction or other means necessary is hereby authorized.

SECTION 2. This ordinance shall be referred to a vote of the electors of the City if a proper referendum petition is properly filed within (30) days after its passage. Otherwise, it shall go into effect thirty (30) days after its passage.

SECTION 3. REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. SEVERABILITY. If any section, sentence, clause or portion of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance.

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, on the _____ day of _____, 2021.

THE CITY OF MIDWEST CITY, OKLAHOMA

MATTHEW D. DUKES II, Mayor

ATTEST:

SARA HANCOCK, City Clerk

APPROVED as to form and legality this _____ day of _____, 2021.

HEATHER POOLE, City Attorney



Public Works Administration

8730 S.E. 15th Street,
Midwest City, Oklahoma 73110

Public Works Director

pstreets@midwestcityok.org

(405) 739-1061

Public Works City Engineer

pmenefee@midwestcityok.org

(405) 739-1062

www.midwestcityok.org

Memorandum

To: Honorable Mayor and City Council

From: R. Paul Streets, Public Works Director

Date: February 23, 2021

Subject: Discussion and consideration approving an ordinance as required by Article IV, Section 4 of the Midwest City Charter declaring one (1) 1989 International Asphalt Patch Truck Model 4700 Vin #4591, which has a value of more than \$10,000, surplus property and authorizing its disposal by sealed bid, public auction or other means, if necessary; and providing for repealer and severability.

The Street Department asphalt patch truck described below has been replaced, removed from service, and has no other operational value or application. As such, we recommend declaring this item surplus property and authorizing its disposal by sealed bid, public auction, or other means, if necessary.

- Unit #09-03-12, a 1989 International Bucket Truck model 4700
Vin# 1HTSCZWN3LH684591

Action is at the discretion of the Mayor and Council.

Respectfully,

R. Paul Streets
Public Works Director

Attached: Ordinance

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ORDINANCE NO. _____

AN ORDINANCE AS REQUIRED BY ARTICLE IV, SECTION 4 OF THE MIDWEST CITY CHARTER DECLARING ONE (1) 1989 INTERNATIONAL ASPHALT PATCH TRUCK MODEL 4700 VIN #4591, WHICH HAS A VALUE OF MORE THAN \$10,000, SURPLUS PROPERTY AND AUTHORIZING ITS DISPOSAL BY SEALED BID, PUBLIC AUCTION OR SALE; AND PROVIDING FOR REPEALER AND SEVERABILITY

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

ORDINANCE

SECTION 1. That one (1)1989 International Asphalt Patch Truck Model 4700, Unit 09-03-12, VIN #1HTSCZWN3LH684591 is hereby declared surplus property and authorizing its disposal by sealed bid, public auction or other means, if necessary, is hereby authorized.

SECTION 2. This ordinance shall be referred to a vote of the electors of the City if a proper referendum petition is properly filed within (30) days after its passage. Otherwise, it shall go into effect thirty (30) days after its passage.

SECTION 3. REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. SEVERABILITY. If any section, sentence, clause or portion of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance.

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, on the _____ day of _____, 2021.

THE CITY OF MIDWEST CITY, OKLAHOMA

MATTHEW D. DUKES II, Mayor

ATTEST:

SARA HANCOCK, City Clerk

APPROVED as to form and legality this _____ day of _____, 2021.

HEATHER POOLE, City Attorney



City Manager's Office
Vaughn Sullivan,
Assistant City Manager
vsullivan@midwestcityok.org
100 N. Midwest Blvd,
Midwest City, Oklahoma 73110
O: 405-739-1207 /Fax: 405-739-1208

MEMORANDUM

To: Honorable Mayor and Council

From: Vaughn K. Sullivan, Assistant City Manger

Date: February 23, 2021

Subject: Discussion and consideration of approving Change Order #1 to MacHill Construction Co., Inc. for three (3) outfield renovations at Reed Baseball Complex, in the increased amount of \$115,935.00.

MacHill Construction Co. Inc. has submitted a price for three (3) outfield renovations at the Reed Baseball Complex. The change order request is an increase of \$115,935.00 to the original GMP (guaranteed maximum price) construction management contract, bringing the new contract amount to \$2,362,935.00.

The change order includes; demo of existing sod, laser grading, new subgrade installation, new sod installation and replacement of irrigation pipe and heads as needed. Work on the existing outfields was not included in the original scope. After work began on the infields, city staff and construction management staff quickly discovered the poor condition of the original outfields. The current outfields have poor drainage with multiple low spots causing standing water. The natural turf is also in very poor condition.

This project is a 2018 Moving Midwest City Forward bond project. Funding for this change order is made available through a transfer of funds from the 123 account.

Staff recommends approval.

Vaughn K. Sullivan
Assistant City Manager

Enc. Change order request number one from MacHill Construction

Date of Issuance: 1/20/21 Effective Date: 1/20/21
 Owner: City of Midwest City Owner's Contract No.: MWC-18-01
 Contractor: MacHill Construction Co., Inc. Engineer's Project No.: MWC-18-01
 Engineer: Wall Engineering, LLC Contract Name: One
 Project: Reed Sports Complex Improvements

The Contract is modified as follows upon execution of this Change Order:

Description: MWC Reed Sports Complex Outfield Renovations

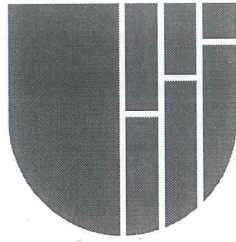
Attachments: United Turf and Track Proposal, MacHill Change Order Summary

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>2,247,000.00</u>	Original Contract Times: Substantial Completion: <u>June 1, 2021</u> Ready for Final Payment: <u>June 1, 2021</u> dates
[Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : \$ <u>N/A</u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: \$ <u>2,247,000.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>June 1, 2021</u> Ready for Final Payment: <u>June 1, 2021</u> dates
[Increase] of this Change Order: \$ <u>115,935.00</u>	[Increase] of this Change Order: Substantial Completion: <u>30 Days</u> Ready for Final Payment: <u>30 Days</u> days or dates
Contract Price incorporating this Change Order: \$ <u>2,362,935.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>July 1, 2021 2021</u> Ready for Final Payment: <u>July 1, 2021</u> days or dates

RECOMMENDED: By: <u>[Signature]</u> Title: <u>Professional Engineer</u> Date: <u>01/20/21</u>	ACCEPTED: By: _____ Title: Owner (Authorized Signature) Date: _____	ACCEPTED: By: <u>[Signature]</u> Title: <u>Vice President</u> Date: <u>1/20/21</u>
--	--	---

Approved by Funding Agency (if Applicable)

By: _____ Date: _____
 Title: _____



UNITED
 TURF AND TRACK
 PO BOX 565 ARCADIA, OK 73007
 WWW.UNITEDTURFANDTRACK.COM

October 31, 2020

Reed Sports Complex
 Cason Hill
 MacHill Construction
 casonhill@machillconstruction.com

Re: Reed Sports Complex Outfield Renovations

Cason,

Thank you for your interest in our products and services. We are pleased to present this proposal for your consideration. This proposal outlines the scope of work to be performed on the Reed Sports Complex. The proposal includes:

Field 1 Renovation Process

- Strip existing grass
 - Based on 60,000 sq.
 - Debris to be stockpiled within 100' of the field
 - Extra charge for UTT to haul material off site
- Laser grade base
 - Grade outfield to match existing grades
- Protect existing irrigation heads
 - UTT not responsible for damage to irrigation heads that are not at least 10" deep
- Apply field amendments
 - 275 tons of sand (MWC to Provide Material)
 - 60 yards of compost (MWC to Provide Material)
- Blend materials and compact the playing surface
- Laser grade
- Set irrigation heads to final elevation
- Pre-Plant fertilizer
- Solid sodding with Astro Bermuda
 - Net removed for safety
 - Based on 60,000 square feet

Total cost for all materials, labor, equipment, and insurance on 1 Field..... \$39,350.00

Total cost for all materials, labor, equipment, and insurance on 3 Fields..... \$114,950.00

Discount for MWC to provide 200 yards of compost..... -\$ 6,600.00

Total Final Costs with all deductions for 3 Outfields..... \$108,350.00

Notes

- United Turf and Track will provide all in depth process and procedures as needed.

The undersigned does hereby grant United Turf and Track full permission to use the clients tax-exempt certificate to purchase materials for the above described project.

Quote and Tax Document Use Accepted By _____

Please contact us with any questions.

Respectfully,



Jerrod Simmons, CFB
President
United Turf and Track
(405) 747-0993
Jerrod@unitedturfandtrack.com
Unitedturfandtrack.com



MacHill

MacHill Construction Company, Inc.
19080 CR 1590
Ada, OK 74820

Change Order Summary

Project: MWC Reed Sports Complex Improvements

DATE: January 18, 2021
CO # 1
FOR: Outfield Renovations

DESCRIPTION of Work	AMOUNT
Original Contract Amount	2,247,000.00
Strip existing outfield grasses for Fields 1-3, laser grade base, protect existing irrigation heads, apply field ammendments, blend materials and compact the playing surface, laser grade, set irrigation heads to final elevations, pre-plant fertilizer, solid slab sodding with astro bermuda	108,350.00
MacHill Construction CM Fee <i>*Add 7% for CM Fee</i>	7,585.00
Change Order Total	115,935.00
Revised Contract Ammount	2,362,935.00
CONTRACT TOTAL	\$ 2,362,935.00

If you have any questions concerning this Change Order, contact Cason Hill, Project Manager, 580-332-1404

Owner

Contractor

Accepted: City of Midwest City OK

Accepted: MacHill Construction Company Inc.

Name/Title: _____

Name/Title: Cason Hill - VP

Signed: _____

Signed: _____



City Manager's Office
tlyon@midwestcityok.org
100 N. Midwest Blvd,
Midwest City, Oklahoma 73110
O: 405-739-1201
www.midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and Council


FROM: Tim Lyon, City Manager

DATE: February 23, 2021

SUBJECT: Discussion and consideration of 1) declaring the items on the attached lists as surplus, and 2) authorize their disposal by sealed bid, public auction or other means necessary.

The furniture, fixtures and equipment (FF&E) listed have been removed from service through the Sheraton hotel remodel process. There are no other operational applications available within the City for these items.

Staff recommends approval.



Tim L. Lyon, City Manager

Building Total by Room Type											
	King Bed	Queen Bed	Desk	Desk Chair	Leather Chair	Closet	Bench	Standing Lamp	Lamp	Table	Wall Mounted Lamp
K1	21	0	21	21	21	21	21	21	21	0	42
K2	4	0	4	4	4	4	4	4	4	0	8
K3	8	0	8	8	8	8	8	8	8	0	16
K4	4	0	4	4	4	4	4	4	4	0	8
K5	5	0	5	5	5	5	5	5	5	0	10
K6	2	0	2	2	2	2	2	2	2	0	4
KC1	8	0	8	8	8	8	8	8	8	0	16
KACC1	2	0	2	2	2	2	2	2	2	0	4
KACC2	2	0	2	2	2	2	2	2	2	0	4
KACC3	2	0	2	2	2	2	2	2	2	0	4
KACCS	1	0	1	1	1	1	1	1	1	0	2
DQ1	0	72	36	36	36	36	36	36	36	0	36
DQ2	0	16	8	8	8	8	8	8	8	0	8
DQ3	0	8	4	4	4	4	4	4	4	0	4
DQ4	0	8	4	4	4	4	4	4	4	0	4
DQ5	0	14	7	7	7	7	7	7	7	0	7
DQ6	0	14	7	7	7	7	7	7	7	0	7
DQC1	0	8	4	4	4	4	4	4	4	0	4
DQC2	0	30	15	15	15	15	15	15	15	0	15
DQC3	0	4	2	2	2	2	2	2	2	0	2
DQACC1	0	10	5	5	5	5	5	5	5	0	5
DQACC2	0	2	1	1	1	1	1	1	1	0	1
THE PANT	0	2	1	1	1	1	1	1	1	0	1
ELEVATOR	0	0	0	0	0	0	0	0	4	4	0
CORRIDOR	0	0	0	0	0	0	0	0	0	0	0
STAIRS	0	0	0	0	0	0	0	0	0	0	0
Total	59	188	153	153	153	153	153	153	157	4	212

restaurant/bar area items
Chairs 43
Chairs with Arms 12
Bar Chair 8
Table 14
Baby Chair 3
Side Table 3
Computer Chair 2



City Manager's Office
Vaughn Sullivan,
Assistant City Manager
vsullivan@midwestcityok.org
100 N. Midwest Blvd,
Midwest City, Oklahoma 73110
O: 405-739-1207 /Fax: 405-739-1208

MEMORANDUM

To: Honorable Mayor and Council

From: Vaughn K. Sullivan, Assistant City Manager

Date: February 23, 2021

Subject: Discussion and consideration of declaring various items of city property from the John Conrad Golf Course on the attached list as surplus and authorizing their disposal by public auction, sealed bid, or other means, if necessary. (City Managers – V. Sullivan)

Staff recommends approval.

Vaughn K. Sullivan
Assistant City Manager

Golf Courses
711 Douglas & 3210 Belaire
1/19/2021

Surplus

	Year	Brand	Description	Reason	Serial #
470413	2000	Ransomes	Fairway Mower - 405	Not working	WF000410
470412	2002	Jacobsen	Tri King 1900D	Working	6704363241
		Wylie	200 Gal skid sprayer	Not working	34980
470410	2002	Jacobsen	Riding Reel Mower GK IV	Working	622882719
470411	2002	Jacobsen	Riding Reel Mower GK IV	Not working	622882794
			300 G tank, mot. & trailer		
470702	2011	Ferris	Z Turn Propane	Not working	2014953577
			100 G FMC sprayer	Not working	
470201	1989	Chevrolet	PU 1500		1gcdc144ke189961
470204	1992	Ford	PU F-150	Not working	1ftef15h2npa35145
	2005	Jacobsen	AR-5 Rough Mower	Working	6808002169
		Toro	21 in push mower JC	Working	
	1998	Smithco	3 Wheel Bunker Rake	Working	dsr121
	1988	John Deere	Range Tractor - 855	Not working	
	1995	Toro	R Reel Mower 3100	Working	435351273
	2007	Toro	R Reel Mower GM 3150	Working	04357-270000252
	2009	Toro	R Reel Mower GM 3150	Working	04357-290000893
	1999	Ransomes	Fairway Mower - 405	Not working	wf000310
		EZGO	MPT 1200 Utility	Not working	2742048
	1999	EZGO	Workhorse 800	Not working	1247844
	1988	Jacobsen	Greens king II D vert.	Working	62300-1751
	1987	John Deere	270 Rolling Aerator	Working	
		Jacobsen	Reels & parts		
		Delfield	Comm. Fridge	Not working	
		Everest	Comm. Freezer	Not working	
		RangeServant	Ball washer	Not working	
		Range Servant	Ball Dispenser	Working	
			Sod cutter	Not working	
			3 spiker units f jake GM		

MEMO

To: Honorable Mayor and City Council

From: Bert Norton, Fire Chief

Date: February 23, 2021

Subject: Discussion and consideration of declaring used fire equipment and tools as surplus and authorizing their disposal by public auction, sealed bid or other means, if necessary.

Staff respectfully requests that the Council declare as surplus various used fire tools and equipment. These pieces of equipment have been replaced and no longer have any operational value to the Fire Department. The items are listed below:

- (1) Husky 26 gal air compressor
- (2) Large Diameter hose clamps
- (1) Amkus hydraulic power head pump for extrication tools
- (1) Amkus spreader with chains and two tips
- (1) Amkus tall ram
- (1) Amkus short ram
- (2) 25' hydraulic hose sections
- (2) 50' reels of hydraulic hose and mounting brackets
- (15) Elkhart brass SMF-20 hose nozzles

Staff recommends approval.



Bert Norton
Fire Chief



Information Technology
100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1374
Fax 405.869.8602

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Allen Stephenson, Information Technology Director

DATE: February 23, 2021

SUBJECT: Discussion and consideration of 1) declaring various computer equipment obsolete items of city property on the attached list surplus; and 2) authorizing their disposal by public auction, sealed bid or other means as necessary.

The following computer equipment and peripheral devices are obsolete, defective or have been replaced.



Information Technology
 100 N. Midwest Boulevard
 Midwest City, OK 73110
 Office 405.739.1374
 Fax 405.869.8602

<i>MIS #</i>	<i>DESCRIPTION</i>	<i>SERIAL NUMBERS / Quantity</i>
	GD 6000	914J9Z1003G110001DDM000
	GD 6000	914J9Z1003G11000091M000
	GD 6000	914J9Z1003G11000192M000
	GD 6000	914J9Z1003G10900034M000
	GD 6000	914J9Z1003G110000A6M000
	GD 6000	914J9Z1003G1100006BM000
	Optiplex 3020	742GGB2
	Dell Precision Tower 3620	GCGJXG2
	Optiplex 390	6V2YJS1
	iPad 32GB w/ case	DLXFM35HDJHG
	Toshiba Laptop	36298802Q
	Optiplex 3020	9YXKM02
	Optiplex 3010	4GNZHX1
	Getac F110	RG139F1031
	Getac F110	RF739F0923
	Getac F110	RF439F0102
	Getac F110	RG139F1035
	Getac F110	RG139F1030
	Getac F110	RF739F0920
	Getac F110	RF439F0119
	Getac F110	RF439F0124
	Getac F110	RF439F0098
	Getac F110	RF739F0922
	Getac F110	RF439F0120
	Getac F110	RF439F0112
	HP Color Laser Jet CM2320Onf MFP	CNF9B9BTD6
	HP Laserjet Pro 400 M401dw	VND3M00703
	Computronics	061798-01JR
	Intel NUC	G6RY60800E30
	Intel NUC	G6RY60800DM1
	Intel NUC	G6RY60800E6A
	Intel NUC	G6RY60800EA3
	Intel NUC	G6RY60800E6B
	UPS Surge Protectors	12
	Case Panel Sides	3
	Cisco Wireless Access Points	8
	Netgear Modem	1
	GeForce 9500 GT Graphics Card	1



Information Technology
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 Midwest City, OK 73110
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APC RBC Battery	1
Computer Power Supply	1
Laptop Battery	1
Charging Cables	6
Box of phones and Misc	1
Dell Monitor	34
Monitor Stands	51
Keyboards	3
Wired mouse	8
Verison MiFi	1
Vizio TV	ASLEDBAH040043
optiplex 3020	1.86252E+11
optiplex 3020	1.86272E+11
optiplex 3010	0KXGVD
allworks 9224 base	1
Monitor arms	11
allworks phone and base	5
Optiplex 390	6DQ0LM1
Optiplex 390	6DQ2LM1
Optiplex 390	2VM9KQ1
Optiplex 390	888G8P1
amd radeon graphics card	2
mfc-946ocdn	U62511H0J112262
HP laserjet m4345 MFP	1
APC UPS XS 1300	1
Cyberpower 1350AVR	1
Microsoft wireless mouse reciever	1
usb-a to usb-c	2
usb-c to usb-c	3
Isobar power surge suppressor	1
cat5e green ethernet cord	1
DVI cable	10
nvidia graphics card	1
radeon firepro multiview	1
usb-a to usb-audio	4
cat5e black ethernet cord	2
power cables	32
cat5e yellow ethernet cable	1
digital to analog space shuttle	2
ATI Digital to analog	2



Information Technology
 100 N. Midwest Boulevard
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	usb-a to micros usb	3
	cisco box full of cds and plastic pieces	1
	hdmi cable	2
	display cord	1
	cat5e blue ethernet cable	1
	cat5e white ethernet cable	2
	cat6 black short ethernet cable	18
	patch cord	9
	wireless one ear headset	4
	APC Smart-UPS 2200	1
	Box of Insignia Tv misc items	1
	Vizio TV remote	1
	outlet box	1
	Canon DR-C240	1
	Locked Drawer	1
	Projector screen	1
	cable management kit	3
	Black 8 outlet bar	2
	optiplex 3010	NIA948
	optiplex 3010	NIA943
	canon DR-7580	1
	casio FR-265OTM	1
	SHARP VX-2652H	1
	OfficeMax OM98580	1
	canon MP27D	1
	canon DR 3010C	1
	security cams	23
	panasonic tough box	DFQX3A00XA
	computer bag	1
	logitech keyboard with trackpad	1
	grey power outlet strip	2
	commdevkiosk	3
13799	XTS2500 Portable	205CHK4299
13800	XTS2500 Portable	205CHK4300
13801	XTS2500 Portable	205CHK4301
13802	XTS2500 Portable	205CHK4302
13805	XTS2500 Portable	205CHK4305
13806	XTS2500 Portable	205CHK4306
13817	XTS2500 Portable	205CHK4317
13818	XTS2500 Portable	205CHK4318



Information Technology
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Midwest City, OK 73110
Office 405.739.1374
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13822	XTS2500 Portable	205CHK4322
13824	XTS2500 Portable	205CHK4324
13827	XTS2500 Portable	205CHK4327
13828	XTS2500 Portable	205CHK4328
13829	XTS2500 Portable	205CHK4329
13832	XTS2500 Portable	205CHK4332
13835	XTS2500 Portable	205CHK4335
13836	XTS2500 Portable	205CHK4336
13840	XTS2500 Portable	205CHK4340
13841	XTS2500 Portable	205CHK4341
13843	XTS2500 Portable	205CHK4343
13846	XTS2500 Portable	205CHK4346
13848	XTS2500 Portable	205CHK4348
13850	XTS2500 Portable	205CHK4350
13852	XTS2500 Portable	205CHK4352
13854	XTS2500 Portable	205CHK4354
13855	XTS2500 Portable	205CHK4355
13858	XTS2500 Portable	205CHK4259
13860	XTS2500 Portable	205CHK4261
13863	XTS2500 Portable	205CHK4264
13864	XTS2500 Portable	205CHK4265
13865	XTS2500 Portable	205CHK4266
13870	XTS2500 Portable	205CHK4271
13873	XTS2500 Portable	205CHK4274
13874	XTS2500 Portable	205CHK4275
13875	XTS2500 Portable	205CHK4276
13877	XTS2500 Portable	205CHK4278
13878	XTS2500 Portable	205CHK4279
13880	XTS2500 Portable	205CHK4281
13882	XTS2500 Portable	205CHK4283
13889	XTS2500 Portable	205CHK4290
13894	XTS2500 Portable	205CHK4295



DISCUSSION ITEMS





The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION
Brandon Bundy, City Engineer
CURRENT PLANNING DIVISION
Kellie Gilles, Manager
COMPREHENSIVE PLANNING
Petya Stefanoff, Comprehensive Planner
BUILDING INSPECTION DIVISION
Christine Brakefield, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

To: Honorable Mayor and City Council

From: Billy Harless, Community Development Director

Date: February 23, 2021

Subject: (PC-2063) Public hearing with discussion and consideration of an ordinance to redistrict from R-HD, High Density Residential to R-MH-2, Manufactured Home Park, for the property described as a part the SW/4 of Section 7, T11N, R1W, and addressed as 10301 S.E. 29th Street. No action was taken on this item at the January 12, 2021 City Council meeting.

The applicant has requested that this item be heard at the March 23, 2021 City Council meeting.

No action is required at this time.

Billy Harless, AICP
Community Development Director

KG

February 12, 2021

City of Midwest City
Community Development Department
100 N Midwest City Blvd.
Midwest City, OK 73110

Attn: Mrs. Kellie Gilles

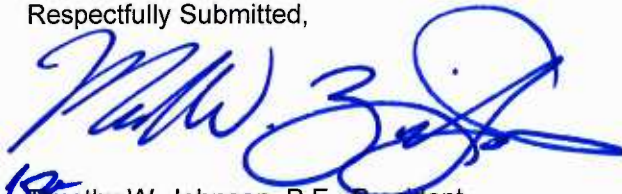
RE: Parkway Manufactured Home Community, 10301 SE 29th St.: Request for Continuance

Dear Kellie:

We are requesting a continuance of the hearing for the abovementioned City Council case. We ask for a one-month continuance of this item from **February 23, 2021** to **March 23, 2021** in order to continue working with staff on requirements for future expansion. This continuance helps ensure that the requirements are clear for both the City of Midwest City and the developer.

Thank you for your consideration in this matter. Should you have any questions or comments, please feel free to contact this office.

Respectfully Submitted,



Timothy W. Johnson, P.E., President
JOHNSON & ASSOCIATES, INC.

cc: Mark W. Zitzow, AICP, Johnson & Associates, Inc.
File: 4681 000/ZON



The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION
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BUILDING INSPECTION DIVISION
Christine Brakefield, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

To: Honorable Mayor and City Council

From: Billy Harless, Community Development Director

Date: February 23, 2021

Subject: (PC-2069) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Detached Residential, PUD, Planned Unit Development and O-2 General Office to a PUD, governed by the R-MD, Medium Density Residential and a resolution to amend the Comprehensive Plan from LDR, Low Density Residential to MDR, Medium Density Residential, for the property described as a part of the SW/4 of Section 6, T11N, R1W, addressed as 10100 S.E. 10th St. and 1120 S. Post Rd.

Executive Summary: This requested Planned Unit Development, PUD, is located on the southeast corner of SE 10th and S. Post Road and encompasses two (2) existing lots along SE 10th St. and S. Post Road. This proposed PUD is to be governed by the R-MD, Medium Density Residential district and lists a maximum density of 95 dwelling units. Renderings were submitted with the application that show duplex and townhome units. The PUD includes special development regulations for front and side setbacks and lot depth. All other requirements of the Zoning Ordinance under R-MD zoning must be met. A limits of no access is shown along S. Post Rd. and SE 10th St., meaning that individual lots will not have drives onto these streets. The development is served by one (1) access point from S. Post Rd. and one (1) access point from SE 10th St. If this PUD is approved, the applicant will proceed with a preliminary plat application to begin the subdivision process. All required infrastructure must be installed prior to application for a final plat. This item was continued from the January Planning Commission and City Council meetings as the Journal Record did not publish the notice as required by the Zoning Ordinance. Action is at the discretion of the City Council.

Dates of Hearing: Planning Commission – January 5, 2021 - February 2, 2021
City Council – January 26, 2021 – February 23, 2021

Council Ward: Ward 6, Rick Favors

Owner: Jeffrey L. Moore and Lex, LLC

Representation: David Box on behalf of Applicant, Cypress Real Estate, LLC

Proposed Use: Medium Density Residential Development – Maximum of 95 dwelling units

Size:

The area of request has frontage of approximately 600 feet along S. Post Rd. and 575 feet along SE 10th and contains an area of approximately 8.44 acres.



Development Proposed by Comprehensive Plan:

Area of Request – LDR, Low Density Residential
North and East – LDR, Low Density Residential
South – OR, Office Retail
West – OR, Office Retail and PSP, Public/Semi-Public

Zoning Districts:

Area of Request – R-6, Single Family Residential, PUD, Planned Unit Development and O-2, General Office
North and East – R-6, Single Family Residential
South – PUD, Planned Unit Development
West – R-6, Single Family Residential with a SUP and C-3, Community Commercial

Land Use:

Area of Request – vacant lots
North and East – single family homes
South – vacant
West – church and office

2008 Comprehensive Plan Citation:

Chapter 4: Future Land Use Plan

HDR – High Density Residential Land Use

This use is representative of two-family, attached dwelling units, such as duplex units and townhomes. Medium density land uses often provide areas for “empty nesters” who may not want the maintenance of a large-lot single-family home and for young families who may find a townhome or duplex more affordable than a single-family home. It is anticipated that new areas for medium density land use will be developed in the future.

Municipal Code Citation:

2.25 PUD, Planned Unit Development

2.25.1 General Provisions

The planned unit development, herein referred to as PUD, is a special zoning district category that provides an alternate approach to conventional land use controls to produce unique, creative, progressive, or quality land developments.

The PUD may be used for particular tracts or parcels of land that are under common ownership and are to be developed as one unit according to a master development plan.

The PUD is subject to special review procedures within the PUD application and review and once approved by the City Council it becomes a special zoning classification for the property it represents.

2.25.2 Intent and Purpose

The intent and purpose of the PUD provisions are as follows:

(A) Innovative land development

Encourage innovative land development while maintaining appropriate limitations on the character and intensity of use, assuring compatibility with adjoining and proximate properties, and following the guidelines of the comprehensive plan.

(B) Flexibility within developments

Permit flexibility within the development to maximize the unique physical features of the particular site.

(C) Efficient use of land

Encourage efficient use of land, facilitate economic arrangements of buildings and circulation systems, and encourage diversified living environments and land uses.

(D) Function, design and diversity

Achieve a continuity of function and design within the development and encourage diversified living environments and land uses.

(E) Modifications to development requirements

Provide a vehicle for negotiating modifications in standard development requirements in order to both encourage innovative development and protect the health, safety and welfare of the community.

History:

1. This area was platted as a part of the Leavitt’s SE 15th Street Acres, approved in Feb. of 1949.

2. June 2004 – (PC-1536) A PUD was approved for the property to the south of the area of request and included a portion of the southeast corner of the area of request. The current owner of that property submitted a letter to staff abandoning that PUD as he does not plan to develop the property in accordance with the PUD.
3. July 5, 2011 – (PC-1743) A PUD was approved allowing for R-6, Single Family Detached Residential and C-3, Community Commercial
4. August 23, 2011 – (PC-1746) A preliminary plat including the area of request was approved.
5. January 10, 2012 – (PC-1757) A final plat including the area of request was approved.
6. January 10, 2013 – The approved final plat approval became void as the plat was not filed within one (1) year of approval as required by the Subdivision Regulations.
7. July 2014 (PC-1743) The governing PUD expired due to inaction within the three year required timeline in accordance with 7.3.2 (b) (3) of the 2010 Zoning Ordinance.
8. This item was continued from the 1/5/21 Planning Commission meeting and 1/26/21 City Council meeting as the Journal Record did not publish the notice on time for those meetings.
9. The Planning Commission recommended approval of this item February 2, 2021.

Staff Comments:

Engineer's report:

Note: This application is for rezoning of 1120 S Post Road and 10100 S.E. 10th Street from Single Family Residential (R-6) to a PUD governed by R-MD, Medium Density Residential.

Water Improvements

There are two public waterlines bordering this parcel. A six (6) inch public water main runs along the south side of S.E. 10th Street. A thirty six (36) inch public water main running along the east side of Post Road. Of note is that the thirty six (36) inch line is largely under the pavement of Post Road which would require additional work if tapping for commercial purposes.

There is a section of six (6) inch waterline with hydrant on the 10100 S.E. 10th Street parcel. This line was installed per a now expired preliminary plat and was never accepted by the City but built under approved plans; therefore it is considered privately owned but unable to operate. If the applicant wishes to have the waterline accepted by the City; it will need to be pressure tested, disinfected, bonded, and as-builts provided.

Connection to the public water supply system for domestic service is a building permit requirement per Municipal Code 43-32 for all new building permits.

Sanitary Sewerage Collection and Disposal

There are three public sanitary sewer lines bordering this parcel. An eight (8) inch line runs along the north side of S.E. 10th Street. An eight (8) inch line runs along the east side of Post Road. A twelve (12) inch line runs along the south side of the proposed parcels.

There is a section of eight (8) inch waterline with manholes on the 10100 S.E. 10th Street parcel. This line was installed per a now expired preliminary plat and was never accepted by the City but built under approved plans; therefore it is considered privately owned but unable to operate. If the applicant wishes to have the sewer line accepted by the City; it will need to be visually inspected, mandrel run, bonded, and as-builts provided.

Connection to the public sanitary sewer system for domestic service is a building permit requirement per Municipal Code Chapter 43-109.

Streets and Sidewalks

Access to the area of request is available off S.E. 10th Street which is classified as an existing collector in the 2008 Comprehensive Plan. A collector street requires a total right of way of 60 feet, 30 feet on each side of the centerline. Post Road is classified as a Secondary Arterial in the 2008 Comprehensive Plan. A secondary street requires a total right of way of 100 feet, 50 feet on each side of the centerline.

S.E. 10th Street is a two lane, 20 foot wide, uncurbed, asphalt roadway. If the applicant plats this property in the future; half street improvements along S.E. 10th Street will be required per 38-45.

Post Road has been constructed as a divided secondary arterial with appropriate lane widths and curbing. No median cuts will be allowed for future development unless for a public thoroughfare. Sidewalks do not exist on the east side of Post Road or along either side of S.E. 10th Street. Sidewalk improvements along S.E. 10th Street and Post Road will be required with a building permit submittal as outlined in Municipal Code 37-67.

A signalized pedestrian crossing exists immediately to the northwest at S.E. 10th Street and Post Road. At the crossing, a sidewalk runs from the south along the west side of Post Road; the sidewalk crosses and then runs along the east side of Post Road to the north. The portion of the east side of Post Road from S.E. 10th Street to SE 15th Street has been identified by the Sidewalk Committee as a priority area.

Drainage and Flood Control, Wetlands, and Sediment Control

The proposed development falls to the south and southeast to a tributary flowing west under Post Road. A developed storm system runs along Post Road and there is a 24 inch cross drain crossing S.E. 10th at the northeast corner of the property.

All the drainage eventually flows into Soldier Creek. Currently, the proposed development tract is undeveloped with no improvements or structures.

Detention plans and construction will be required during the platting phase.

The area of request does not have regulated floodway or flood zone AE (the 100-year floodplain) as shown on the effective Flood Insurance Rate Map (FIRM) number 40109C0330H, dated December 18th, 2009.

The National Wetlands Inventory, www.fws.gov/wetlands/data/Mapper.html prepared by the United States Department of the Interior Fish and Wildlife Service, accessed December 11th 2020, shows that the blue line tributary on the south boundary is a Freshwater Forested/Shrub Wetland, PF01A. Any development of the parcel will need appropriate permitting and/or documentation from the Army Corps of Engineers.

All future development on the proposed tracts must conform to the applicable requirements of Municipal Code Chapter 13, "Drainage and Flood Control."

Resolution 84-20 requires that developers install and maintain sediment and/or erosion controls in conjunction with their construction activities. Any proposed development must conform to the applicable requirements of Municipal Code Chapter 43, "Erosion Control." Sediment control plans must be submitted to and approved by the city before any land disturbance is done on-site. The developer is responsible for the cleanup of sediment and other debris from drainage pipes, ditches, streets and abutting properties as a result of his activities.

Easements and Right-of-Way

As outlined in Municipal Code 38-45, S.E. 10th Street is a collector road and shall have a total right-of-way of sixty (60) feet, thirty (30) feet each side of center line. The area of request currently shows to have fifty five (55) feet which is less than required per subdivision regulations. If future

platting, the additional right of way will be required. Post Road is a secondary divided arterial and shall have a total right-of-way of one hundred (100) feet, fifty (50) feet each side of center line.



Westbound S.E. 10th Street



Eastbound S.E. 10th Street



Drainage inlet on north side of S.E. 10th Street which drains to the south



Outfall ditch from inlet. Looking south, ditch roughly bisects property.



Eastern portion of proposed development, showing waterline which is not yet accepted by City



S.E. 10th Street, note the top layer of asphalt separated from underlying road.



Looking south along Post Road from S.E. 10th Street intersection



Looking north along Post Road from S.E. 10th Street intersection

Fire Marshal's report:

The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.

Plan Review Comments:

This PUD application proposes a medium density residential development with a maximum of 95 duplex and townhome dwelling units. If this PUD application is approved, the applicant will submit a preliminary plat application to subdivide the property.

The PUD application will meet the following R-MD zoning regulations:

Maximum density for R-MD: 10-20 dwelling units per acre

Density requested: Maximum of 95 dwelling units and 8.44 acres = 11 dwelling units per acre

Lot width for two-family attached units: 30' per dwelling unit, 20' per dwelling unit abutting the street

Lot width for townhomes: 22' per dwelling unit, 18' per dwelling unit abutting the street

Lot size for two-family: 3,500 sq. ft. per dwelling unit

Lot size for townhomes: 2,200 sq. ft. per dwelling unit

Maximum building height for two-family and townhomes: 45'

Minimum rear setback for two-family: 20' or 20% of lot depth, whichever is smaller

Minimum rear setback for townhomes: 15'

Maximum building coverage for two-family: 50% lot area

Maximum building coverage for townhomes: 60% lot area

Maximum impervious surface coverage for two-family and townhomes: 90% of lot area

Exterior materials: 85% masonry materials total, 100% masonry for the side(s) of dwelling units facing the street

Landscaping: 2 per dwelling unit in each front yard. A Tree Canopy Management Plan will also be required if the zoning is approved and at the time of the preliminary plat application.

Screening: Site proof screening is required where this development abuts single family residential zoning. Thoroughfare screening will also be required along S. Post with the preliminary plat application.

Parking: 2 spaces per dwelling unit

Special Development Regulations are requested for the following:

Minimum lot depth required for the R-MD district: 100'

Minimum lot depth requested: At least 65% of lots shall have a minimum lot depth of 90' and the remaining lots, not to exceed 35% of total lots, shall have a minimum lot depth of 70'.

Minimum front setback required for the R-MD district: 25'

Minimum front setback requested: Minimum front setback of 15' except that lots with less than 90' of depth, not to exceed 35% of total lots, shall be permitted to have a 0' front setback.

- NOTE – if the 0' front setback is permitted; all structures would still be required to observe the right-of-way.

Minimum side setback required: 7'

Minimum side setback requested: 5'

Access

This subdivision is to be accessed by one access point on S. Post and one access point on SE 10th Street. A "Limits of No Access" will be required for the residential lots along S. Post Road and SE 10th at the time of platting.

Signage

The PUD states that free-standing accessory signs and attached signs will be in accordance with the R-MD zoning district.

The Sign Ordinance does not state regulations for signage in the R-MD zoning district, however, Section 9-384(h) states that the following signs do not require a permit but shall comply with all other provisions of the code:

(12) "One (1) subdivision construction sign per frontage of the subdivision so long as the sign advertises the entire subdivision and its display surface area is no more than fifty (50) square feet.

(13) One (1) subdivision identification sign per immediate entrance to the subdivision so long as it contains only the subdivision's name, is indirectly illuminated and is not more than thirty-two (32) square feet in display surface area.

The PUD also states that non-accessory and electronic message signs shall be prohibited.

Amenities

The PUD lists the following amenities:

Access to detention area for walking/recreation

Fenced area for dog run/park

Play area for residents

At the time of platting, an HOA will be required for care and maintenance of any common areas, detention and amenities.

PC-2069

Notification

This item was originally scheduled for the January 5, 2021 Planning Commission meeting and January 26, 2021 City Council meeting. Staff mailed notices to the surrounding property owners and sent the notice to the Journal Record for publication as required by the Zoning Ordinance. Staff received publication verification for the other January PC cases and noticed that the publication for this item was not included. Staff verified that it was sent to the Journal Record, however, staff with the Journal Record stated that it did not get published. The Zoning Ordinance requires that notices be mailed and published 15 business days prior to public hearings. When this error was realized, there was not enough time to have the notice published again 15 business days prior to the January 5, 2021 Planning Commission meeting. Staff mailed and published notices advertising the hearing dates of February 2, 2021 for Planning Commission and February 23, 2021 for Council and verified that the published notice was published on time.

Action is at the discretion of the City Council.

Action Required:

Approve or deny and ordinance to redistrict to PUD for the property as noted herein, and approve or deny the resolution to amend the Comprehensive Plan from LDR to MDR for the property as noted herein, subject to staff's comments as found in the February 23, 2021 agenda packet and made a part of PC-2069 file.



Billy Harless,
Community Development Director

KG



Midwest City Fire Marshal's Office

8201 E Reno Avenue, Midwest City, OK 73110
dhelmsberger@midwestcityok.org Office: 405-739-1355
www.midwestcityok.org



Re: PC - 2069

Date: 09 December 2020

PC 2069 is a request to rezone the parcels addressed as 1120 S. Post and 10100 SE 10th to a PUD governed by the R-MD, Medium Density Residential district. The applicant is proposing quad/fourplexes. If this PUD is approved, they will plat the property in accordance with the PUD.

- The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.

Respectfully,

A handwritten signature in black ink, appearing to read "D. Helmsberger".

Duane Helmsberger
Fire Marshal
Midwest City Fire Department

The Midwest City Fire Department is committed to providing the highest level of public safety services for our community and citizens. We protect lives and property through fire suppression, emergency medical response, disaster management, fire prevention and public education.

The City of
MIDWEST CITY

COMMUNITY DEVELOPMENT DEPARTMENT - ENGINEERING DIVISION

William Harless, Community Development Director

Brandon Bundy, P.E., C.F.M., City Engineer

To: Kellie Gilles, Plans Review Manager

From: Brandon Bundy, City Engineer

Date: December 18th, 2020

Subject: Engineering staff comments for pc-2069 rezoning application

ENGINEERING STAFF CODE CITATIONS AND COMMENTS - PC-2069:

Note: This application is for rezoning of 1120 S Post Road and 10100 S.E. 10th Street from Single Family Residential (R-6) to a PUD governed by R-MD, Medium Density Residential.

Water Improvements

There are two public waterlines bordering this parcel. A six (6) inch public water main runs along the south side of S.E. 10th Street. A thirty six (36) inch public water main running along the east side of Post Road. Of note is that the thirty six (36) inch line is largely under the pavement of Post Road which would require additional work if tapping for commercial purposes.

There is a section of six (6) inch waterline with hydrant on the 10100 S.E. 10th Street parcel. This line was installed per a now expired preliminary plat and was never accepted by the City but built under approved plans; therefore it is considered privately owned but unable to operate. If the applicant wishes to have the waterline accepted by the City; it will need to be pressure tested, disinfected, bonded, and as-builts provided.

Connection to the public water supply system for domestic service is a building permit requirement per Municipal Code 43-32 for all new building permits.

Sanitary Sewerage Collection and Disposal

There are three public sanitary sewer lines bordering this parcel. An eight (8) inch line runs along the north side of S.E. 10th Street. An eight (8) inch line runs along the east side of Post Road. A twelve (12) inch line runs along the south side of the proposed parcels.

There is a section of eight (8) inch waterline with manholes on the 10100 S.E. 10th Street parcel. This line was installed per a now expired preliminary plat and was never accepted by the City but built under approved plans; therefore it is considered privately owned but unable to operate. If the applicant wishes to have the sewer line accepted by the City; it will need to be visually inspected, mandrel run, bonded, and as-builts provided.

100 N. Midwest Boulevard, Midwest City, Oklahoma 73110

Engineering Division (405) 739-1220 X FAX (405)739-1399

An Equal Opportunity Employer

Connection to the public sanitary sewer system for domestic service is a building permit requirement per Municipal Code Chapter 43-109.

Streets and Sidewalks

Access to the area of request is available off S.E. 10th Street which is classified as an existing collector in the 2008 Comprehensive Plan. A collector street requires a total right of way of 60 feet, 30 feet on each side of the centerline. Post Road is classified as a Secondary Arterial in the 2008 Comprehensive Plan. A secondary street requires a total right of way of 100 feet, 50 feet on each side of the centerline.

S.E. 10th Street is a two lane, 20 foot wide, uncurbed, asphalt roadway. If the applicant plats this property in the future; half street improvements along S.E. 10th Street will be required per 38-45.

Post Road has been constructed as a divided secondary arterial with appropriate lane widths and curbing. No median cuts will be allowed for future development unless for a public thoroughfare.

Sidewalks do not exist on the east side of Post Road or along either side of S.E. 10th Street. Sidewalk improvements along S.E. 10th Street and Post Road will be required with a building permit submittal as outlined in Municipal Code 37-67.

A signalized pedestrian crossing exists immediately to the northwest at S.E. 10th Street and Post Road. At the crossing, a sidewalk runs from the south along the west side of Post Road; the sidewalk crosses and then runs along the east side of Post Road to the north. The portion of the east side of Post Road from S.E. 10th Street to SE 15th Street has been identified by the Sidewalk Committee as a priority area.

Drainage and Flood Control, Wetlands, and Sediment Control

The proposed development falls to the south and southeast to a tributary flowing west under Post Road. A developed storm system runs along Post Road and there is a 24 inch cross drain crossing S.E. 10th at the northeast corner of the property.

All the drainage eventually flows into Soldier Creek. Currently, the proposed development tract is undeveloped with no improvements or structures.

Detention plans and construction will be required during the platting phase.

The area of request does not have regulated floodway or flood zone AE (the 100-year floodplain) as shown on the effective Flood Insurance Rate Map (FIRM) number 40109C0330H, dated December 18th, 2009.

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Westbound S.E. 10th Street



Eastbound S.E. 10th Street



Drainage inlet on north side of S.E. 10th Street which drains to the south



Outfall ditch from inlet. Looking south, ditch roughly bisects property.



Eastern portion of proposed development, showing waterline which is not yet accepted by City



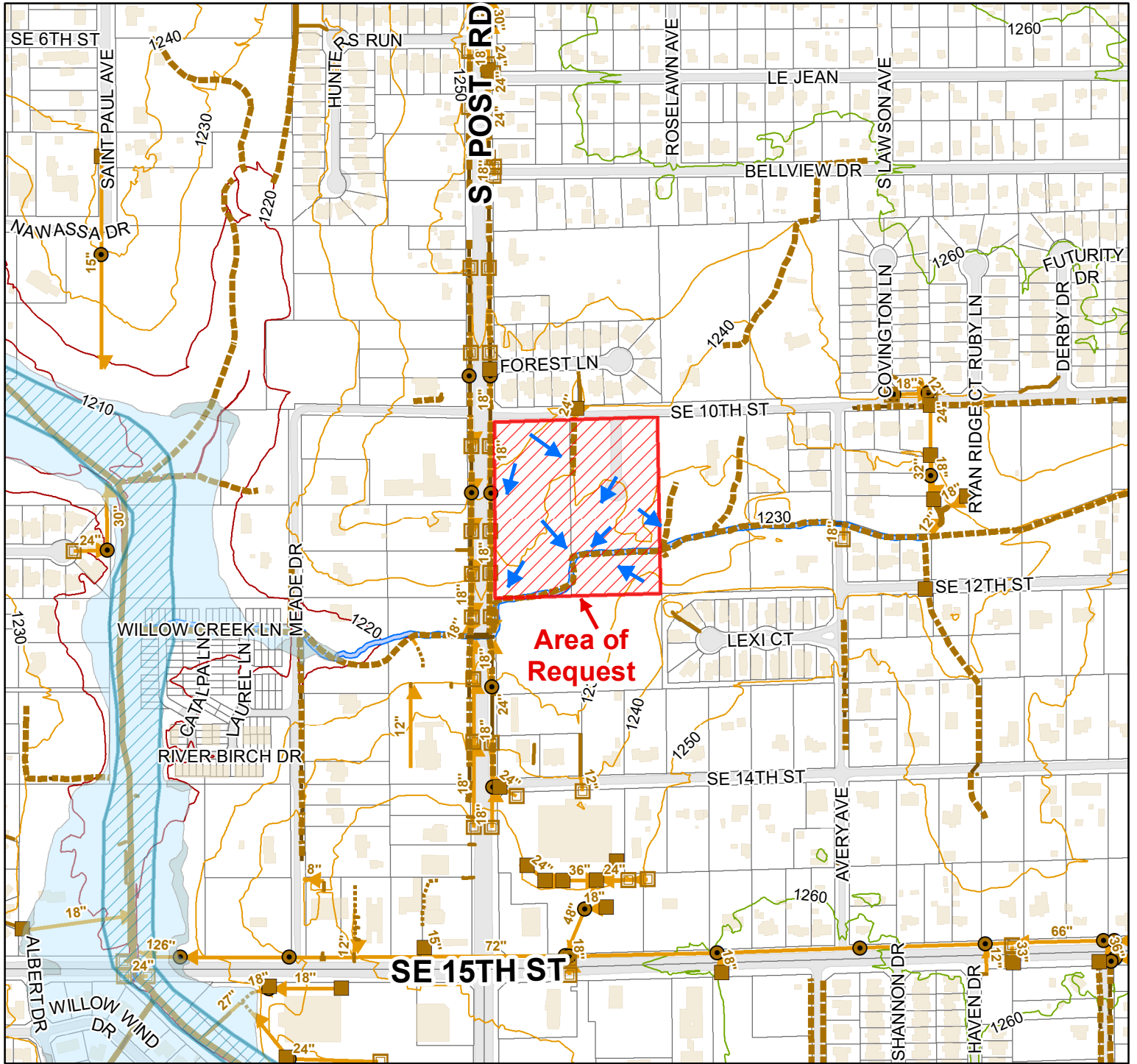
S.E. 10th Street, note the top layer of asphalt separated from underlying road.



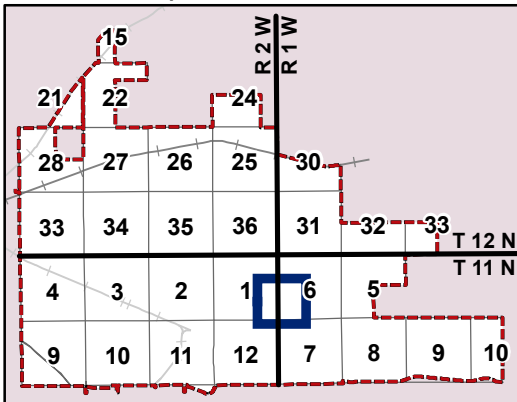
Looking south along Post Road from S.E. 10th Street intersection



Looking north along Post Road from S.E. 10th Street intersection



Locator Map



- Drainage Legend**
- Curb Inlets
 - Inlets
 - Junction Box
 - Culverts
 - Flumes
 - Developed Channels
 - Trickle Channels
 - Undeveloped Channels
 - Storm Lines
 - Creeks
- ELEVATION**
- 1166-1204 ft
 - 1204-1228 ft
 - 1228-1250 ft
 - 1250-1278 ft
 - 1278-1324 ft

- 2009 FEMA Floodplains**
- 500-yr floodplain
 - 100-yr floodplain
- 2009 FEMA Floodway**
- FLOODWAY

DRAINAGE LOCATION MAP FOR PC-2069

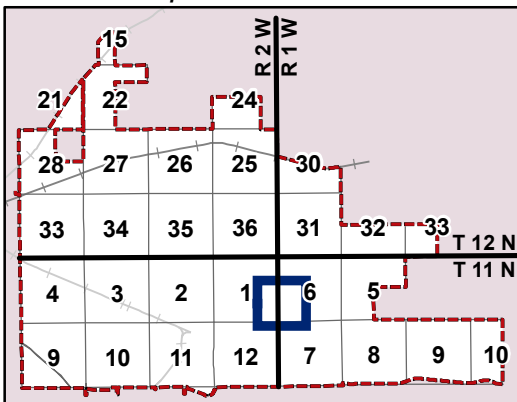
(SW/4, Sec. 6, T11N, R1W)



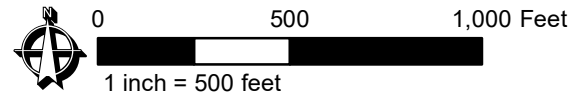
THIS MAP IS A GENERAL INFORMATION PUBLIC RESOURCE. THE CITY OF MIDWEST CITY MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE AS TO THE CONTENT, ACCURACY, TIMELINESS OR COMPLETENESS OF ANY OF THE INFORMATION PROVIDED ON THIS MAP. ANY PARTY'S USE OR RELIANCE ON THIS MAP OR ANY INFORMATION ON IT IS AT THAT PARTY'S OWN RISK AND WITHOUT LIABILITY TO THE CITY OF MIDWEST CITY, ITS OFFICIALS OR ITS EMPLOYEES FOR ANY DISCREPANCIES, ERRORS OR VARIANCES THAT MAY EXIST.



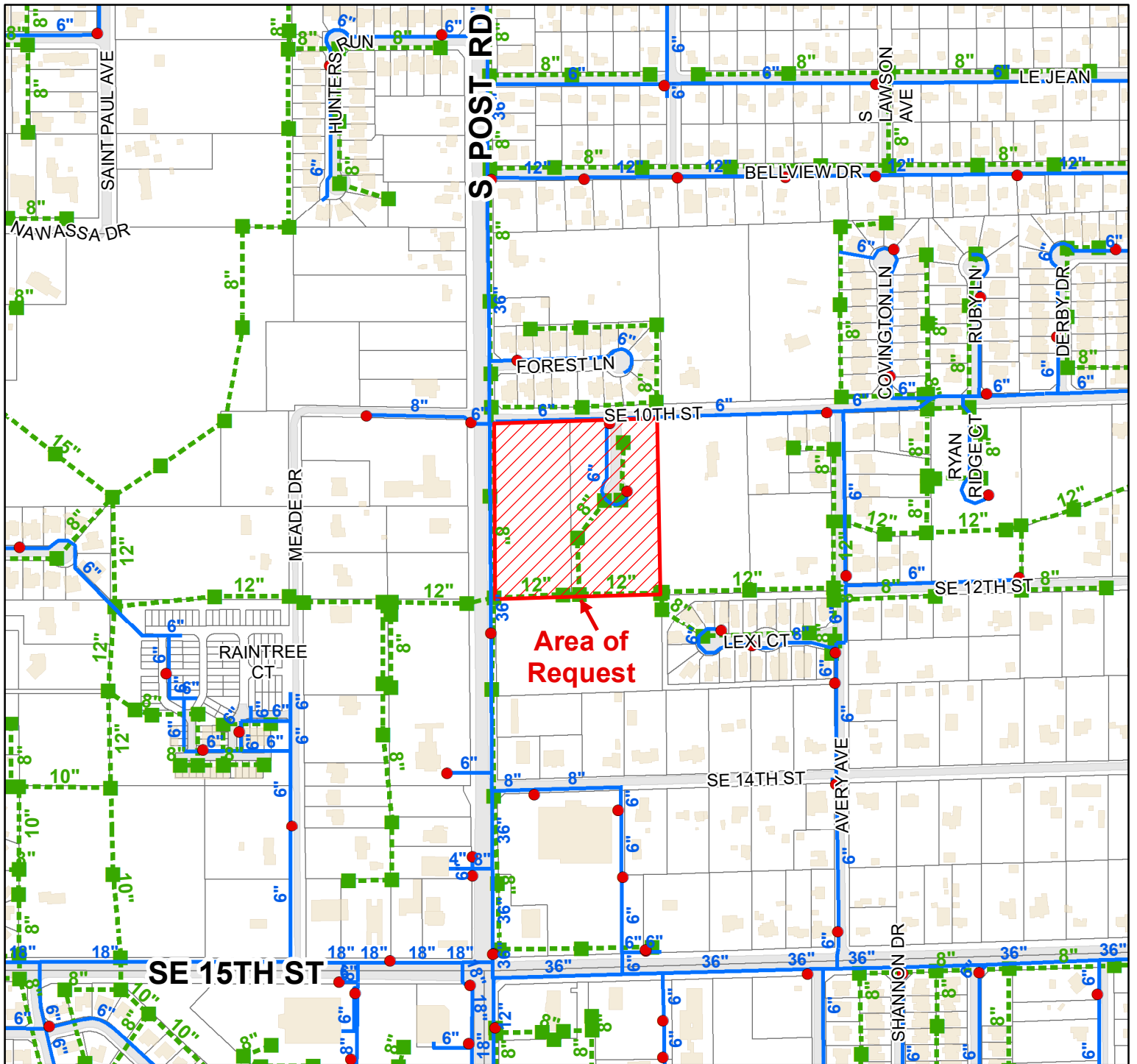
Locator Map



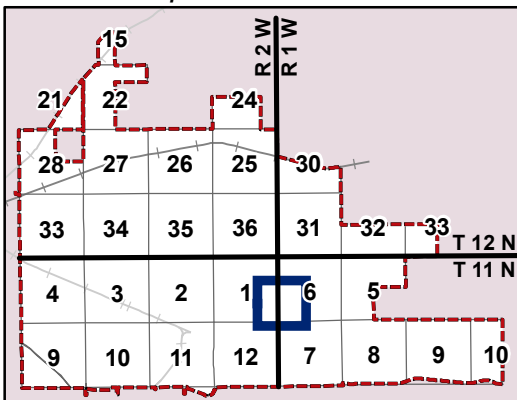
**3/2020 NEARMAP AERIAL VIEW FOR
PC-2069
(SW/4, Sec. 6, T11N, R1W)**



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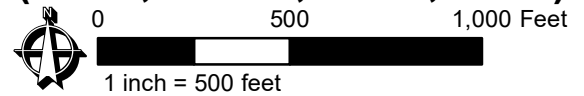
Locator Map



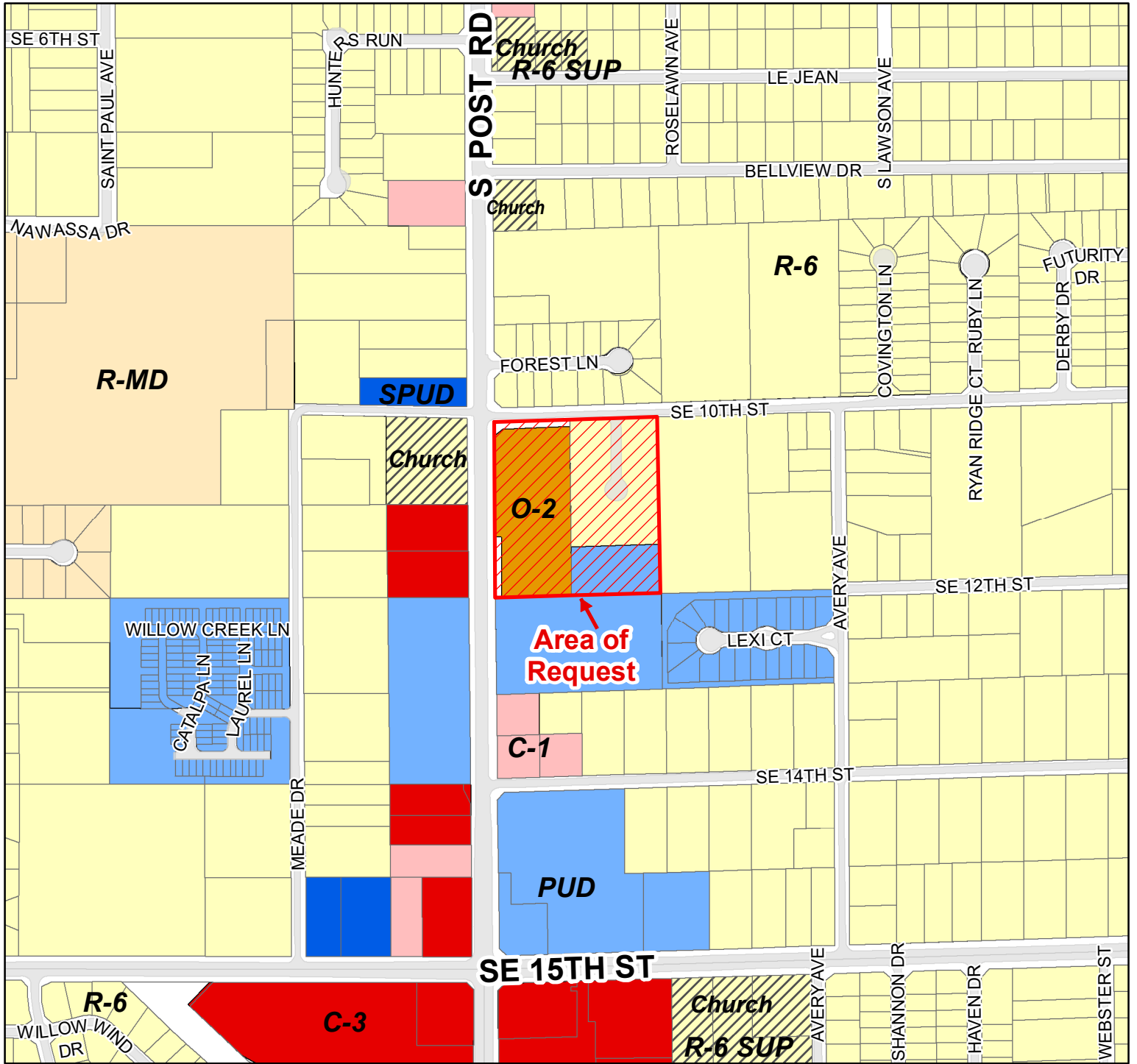
Water/Sewer Legend

- Fire Hydrants
- Water Lines
 - Distribution
 - Well
 - OKC Cross Country
 - Sooner Utilities
 - Thunderbird
 - Unknown
- Sewer Manholes
- Sewer Lines

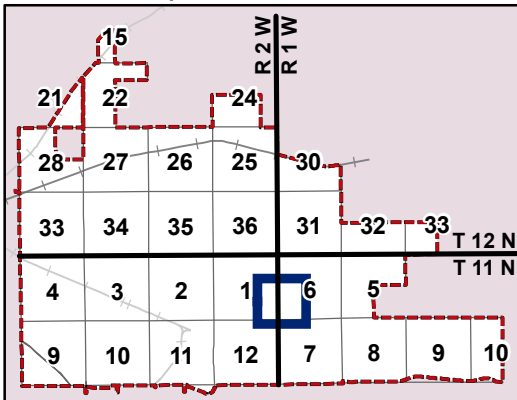
**WATER/SEWER LINE
LOCATION MAP FOR
PC-2069
(SW/4, Sec. 6, T11N, R1W)**



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Locator Map



Current Zoning Legend

A-1	I-2 SUP	R-35
A-1 SUP	I-3	R-2F
C-1	O-1	R-MD
C-1 SUP	O-1 SUP	R-MD SUP
C-2	O-2	R-HD
C-2 SUP	O-2 SUP	R-HD SUP
C-3	R-6	R-MH-1
C-3 SUP	R-6 SUP	R-MH-2
C-4	R-8	PUD
C-4 SUP	R-10	SPUD
I-1	R-22	HOS
I-2		HOS SUP

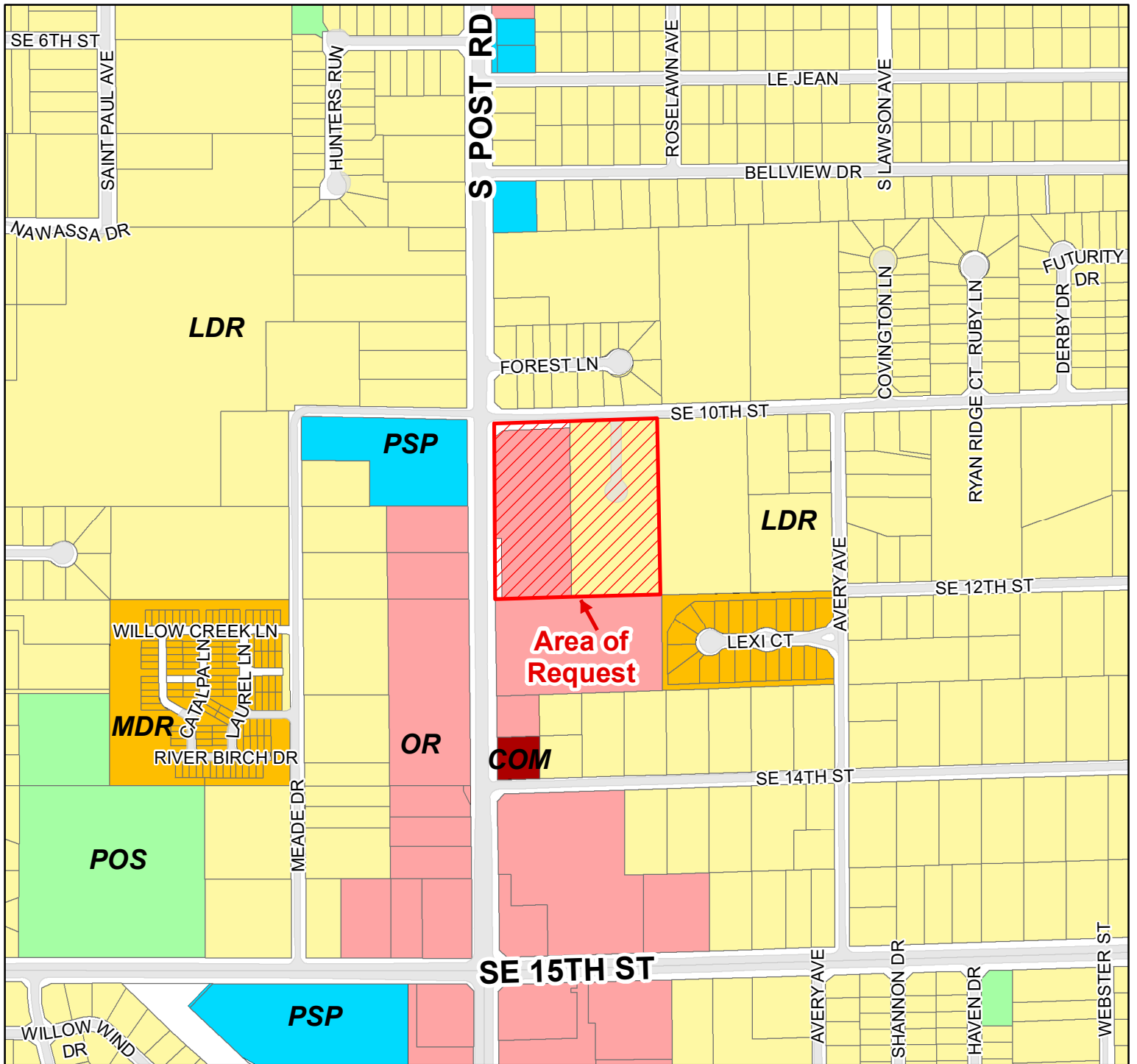
**ZONING MAP FOR
PC-2069
(SW/4, Sec. 6, T11N, R1W)**



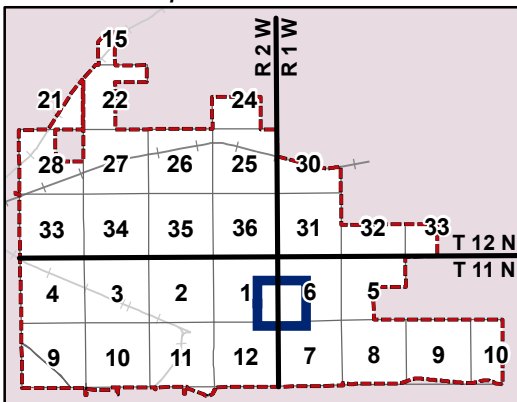
0 500 1,000 Feet

1 inch = 500 feet

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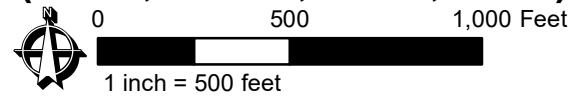
Locator Map



Future Land Use Legend

- Single-Family Detached Residential
- Medium Density Residential
- High Density Residential
- Manufactured Home
- Public/Semi-Public
- Parks/Open Space
- Office/Retail
- Commercial
- Industrial
- Town Center

**FUTURE LAND USE
MAP FOR
PC-2069
(SW/4, Sec. 6, T11N, R1W)**



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THE CITY OF MIDWEST CITY
PLANNED UNIT DEVELOPMENT

MASTER DESIGN STATEMENT FOR

10100 SE 10th St. & 1120 S. Post Rd.

November 30, 2020
December 14, 2020

PREPARED BY:

Williams, Box, Forshee & Bullard PC
522 Colcord Drive
Oklahoma City, OK 73102
405-232-0080 Phone
405-236-5814 Fax
dmbox@wbflaw.com

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SIGNAGE REGULATIONS	9.7
LIGHTING REGULATIONS	9.8
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1.0 INTRODUCTION

The Planned Unit Development is located within the Southwest Quarter (SW/4) of Section Six (6), Township Eleven North (T11N), Range One West (R1W) of the Indian Meridian (I.M.), Oklahoma County, Oklahoma, consisting of 8.44 acres.

2.0 LEGAL DESCRIPTION

The legal description of the property is described in attached Exhibit "A", which is made a part of this design statement.

3.0 OWNER/DEVELOPER

The owners of the property described in Section 2.0 are Jeffrey L. Moore, individually (1120 S Post Rd), and Lex, LLC (10100 SE 10th St). Both properties are currently under contract to be acquired by Cypress Real Estate, LLC.

The developer of the property described in Section 2.0 is Cypress Real Estate, LLC.

4.0 SITE AND SURROUNDING AREA

4.1 ZONING

The subject property at 10100 SE 10th St. is currently zoned as R-6, with the south quarter zoned as C-3. The subject property at 1120 S. Post Rd. is currently zoned as PC-2052 / O-2. Surrounding properties are zoned and used for:

North: R-6

East: R-6

South: PC-1536 / C-3

West: S. Post Rd.

The relationship between the proposed use of this parcel and the above adjoining land uses is compatible. The proposed use of this property is in harmony with the surrounding zoning.

5.0 PHYSICAL CHARACTERISTICS

The property is undeveloped.

6.0 CONCEPT

The concept for this PUD is to develop an upscale residential development consistent with the R-MD zoning district.

7.0 SERVICE AVAILABILITY

7.1 STREETS

This site is located on SE 10th St. and South Post Rd. in Midwest City.

7.2 SANITARY SEWER

Public sanitary sewer facilities for this property are available and will be extended to serve the site.

7.3 WATER

Public water facilities for this property are available and will be extended to serve the site.

7.4 FIRE PROTECTION

Police and Fire protection are available from Midwest City.

7.5 GAS, ELECTRICAL AND TELEPHONE SERVICES

Gas, electrical, and telephone services serve several developments in the area of this Planned Unit Development and have lines adjacent to the subject property. Proper coordination with the various utility companies will be made in conjunction with this Development.

7.6 PUBLIC TRANSPORTATION

Public Transportation is currently unavailable adjacent to this site.

7.7 DRAINAGE

Development of this parcel will comply with the requirements of the Midwest City Municipal Code, 2020, as amended.

7.8 COMPREHENSIVE PLAN

The uses proposed in this Planned Unit Development are consistent and compatible with the surrounding zoning and the Midwest City Comprehensive Plan. The Comprehensive Plan states that residential land use will continue to be the largest land use category in Midwest City, and that “it is anticipated that new areas for medium density land use will be developed in the future.” The Comprehensive Plan also mentions that land uses can be buffered with “medium and high-density residential land uses.” Therefore, the proposed land use would achieve multiple purposes in accordance with the growing population and the Comprehensive Plan.

8.0 SPECIAL DEVELOPMENT REGULATIONS

The following Zoning Regulations and/or limitations are placed upon the development of the PUD. Planning and zoning regulations will be those, which are in effect at the time of development of this planned unit development. Development is when a permit is issued for any construction or addition to any structure on a development tract. Certain zoning districts are referred to as a part of the Zoning Regulations of this PUD. For purposes of interpretation of these Zoning Regulations, the operative and controlling language and regulations of such zoning districts shall be the language and regulations applicable to the referenced zoning districts as contained in the Midwest City Municipal Code as such exists at the time of development of this PUD. In the event of conflict between provisions of this PUD and any of the provisions of the Midwest City Municipal Code, as amended (Code), in effect at the time a permit is applied for with respect to any lot, block, tract and/or parcel of land subject to this PUD, the provisions of the code shall prevail and be controlling; provided however, that in the event of a conflict between the Zoning Regulations specifically negotiated as a part of this PUD and the provisions of the Code in effect at the time a permit is applied for with respect to any lot, block, tract and/or parcel of land subject to this planned unit development, such Zoning Regulations of this PUD shall prevail and be controlling.

8.1 USE AND DEVELOPMENT REGULATIONS

This planned unit development shall consist of the subject property in its entirety. The use and development regulations of **R-MD Medium Density Residential District** shall govern the property in its entirety of this PUD, except as herein modified.

The maximum number of dwelling units in this PUD shall be 95.

At least 65% of lots shall have a minimum lot depth of 90 feet and the remaining lots, not to exceed 35% of total lots, shall have a minimum lot depth of 70 feet.

9.0 SPECIAL CONDITIONS

The following special conditions shall be made a part of this PUD:

9.1 FAÇADE REGULATIONS

Pursuant to the base zoning district.

9.2 LANDSCAPING REGULATIONS

The subject parcel shall meet all requirements of Midwest City's Landscaping Ordinance in place at the time of development, except as modified herein.

9.3 SCREENING REGULATIONS

The base zoning district shall regulate the screening requirements.

9.4 PLATTING REGULATIONS

Platting shall be required within this PUD.

9.5 DUMPSTER REGULATIONS

The base zoning district shall regulate the dumpster requirements.

9.6 ACCESS REGULATIONS

There shall be one access point each from SE 10th St. and S. Post Rd. for a total of two points of access to the PUD. The plat shall include “Limits of no Access” for residential lots along Post Rd. and SE 10th St.

9.7 SIGNAGE REGULATIONS

9.7.1 FREESTANDING ACCESSORY SIGNS

Freestanding Accessory signs will be in accordance with the base zoning district regulations.

9.7.2 ATTACHED SIGNS

Attached signs will be in accordance with the base zoning district regulations.

9.7.3 NON-ACCESSORY SIGNS

Non-Accessory signs shall be prohibited within this PUD.

9.7.4 ELECTRONIC MESSAGE DISPLAY SIGNS

Electronic Message Display signs shall be prohibited within this PUD.

9.8 LIGHTING REGULATIONS

The site lighting in this PUD shall be in accordance with Appendix A, Section 5.11, of the Midwest City Municipal Code, 2020, as amended.

9.9 ROOFING REGULATIONS

All structures within this PUD shall adhere to all municipal regulations as it relates to roofing materials.

9.10 SETBACK REGULATIONS

The front yard setback within this PUD shall be 15’, except that lots with less than 90 feet of depth, not to exceed 35% of total lots, shall be permitted to have a 0’ front yard setback.

For all lots, the minimum side setback adjacent to another lot shall be 5’.

Except as provided herein, the base zoning district regulations shall regulate setbacks of structures in this PUD.

9.10 HEIGHT REGULATIONS

The base zoning district of each respective tract shall regulate the height requirements.

9.11 PARKING REGULATIONS

The design and number of all parking facilities in this PUD shall be in accordance with Appendix A, Section 5.3 of the Midwest City Municipal Code, 2020, as amended.

9.12 SIDEWALK REGULATIONS

This PUD shall adhere to all municipal sidewalk requirements.

9.13 COMMON AREAS

Maintenance of all common areas in the development and maintenance of all amenities located within the common areas shall be the responsibility of the Association. No structures, storage of material, grading, fill, or other obstructions, including fences, either temporary or permanent, that shall cause a blockage of flow or an adverse effect on the functioning of the storm water facility, shall be placed within the common areas intended for the use of conveyance of storm water, and/or drainage easements shown.

9.14 AMENITIES

- Access to detention area for walking/recreation
- Fenced area for dog run/park
- Play area for residents

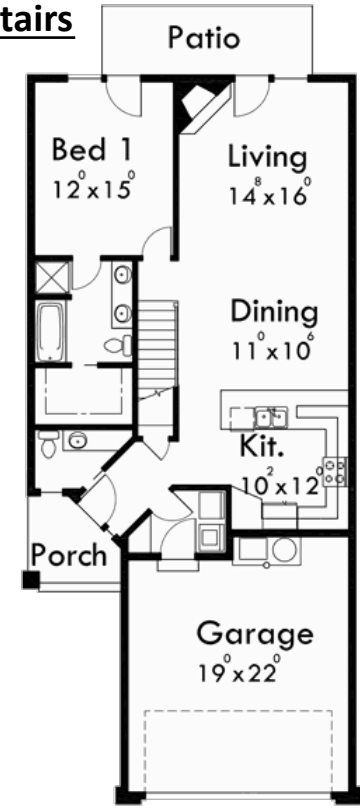
10.0 EXHIBITS

- Exhibit A: Legal Description
- Exhibit B: Master Development Plan – Conceptual

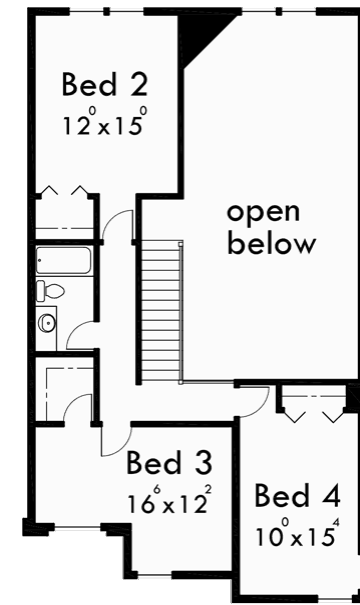


Exhibit B

Downstairs

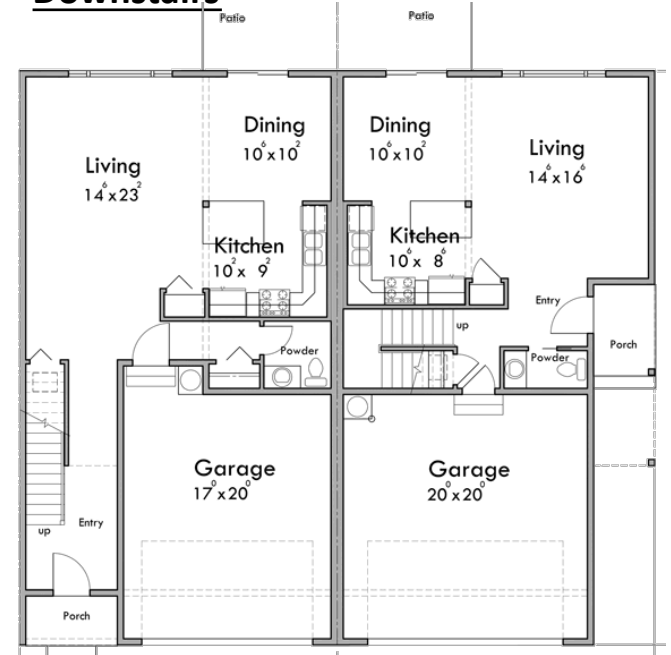


Upstairs

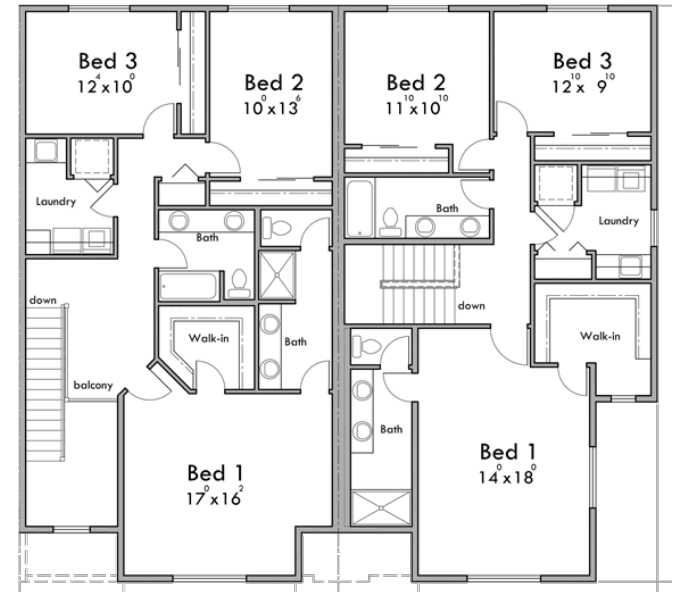


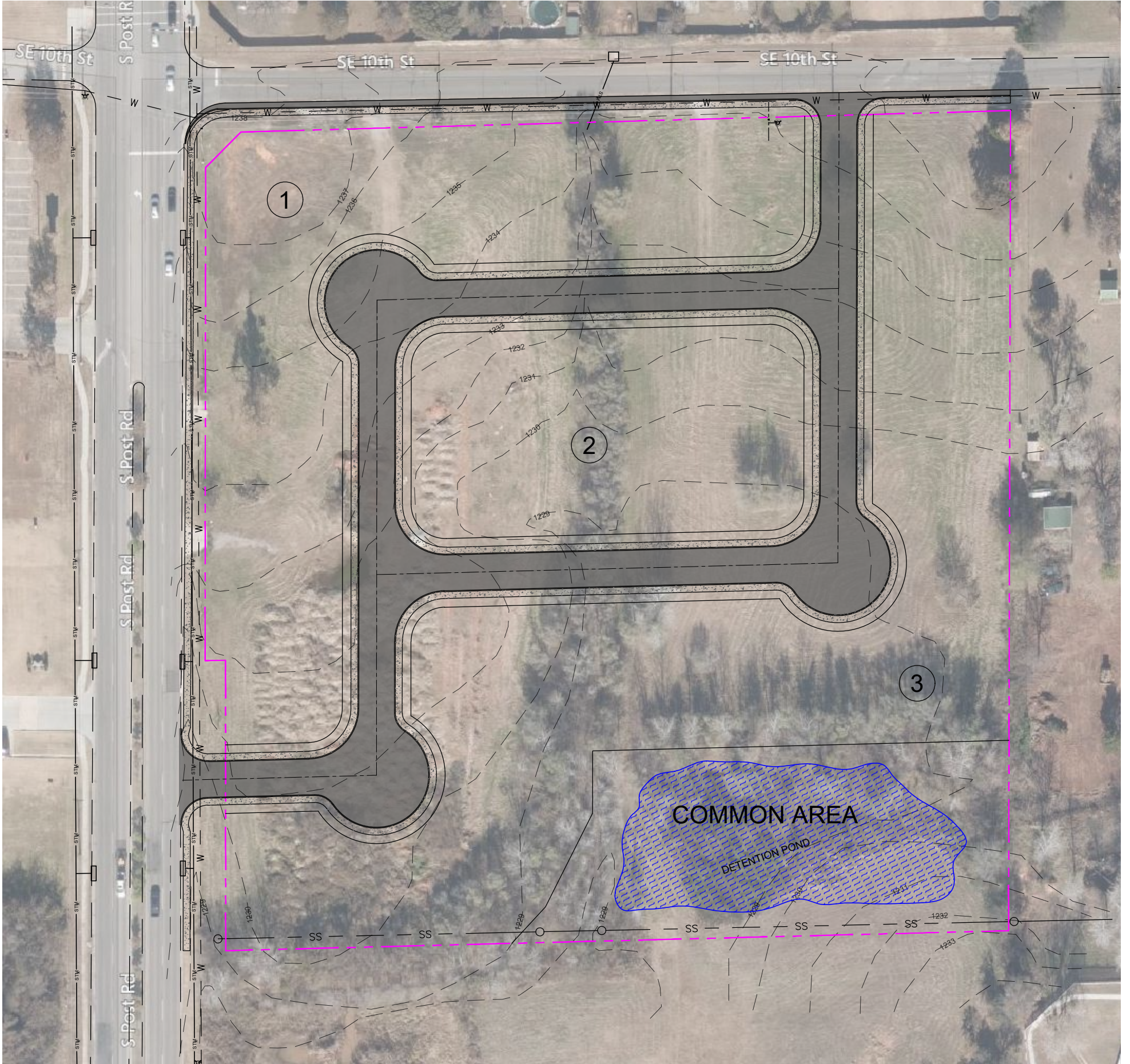


Downstairs



Upstairs





SE 10TH STREET

SOUTH POST ROAD



1 **PC-2069**

2 **ORDINANCE NO. _____**

3 **AN ORDINANCE RECLASSIFYING THE ZONING DISTRICT OF THE PROPERTY**
4 **DESCRIBED IN THIS ORDINANCE TO PLANNED UNIT DEVELOPMENT (PUD),**
5 **AND DIRECTING AMENDMENT OF THE OFFICIAL ZONING DISTRICT MAP TO**
6 **REFLECT THE RECLASSIFICATION OF THE PROPERTY’S ZONING DISTRICT;**
7 **AND PROVIDING FOR REPEALER AND SEVERABILITY**

8 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MIDWEST CITY, OKLAHOMA:

9 **ORDINANCE**

10 **SECTION 1.** That the zoning district of the following described property is hereby reclassified
11 to Planned Unit Development, PUD, subject to the conditions contained in the PC-2069 file, and
12 that the official Zoning District Map shall be amended to reflect the reclassification of the prop-
13 erty’s zoning district as specified in this ordinance:

14 A part of the SW/4 of Section Six (6), Township Eleven (11) North,
15 Range One (1) West of the Indian Meridian, Oklahoma County, Oklahoma,
16 described as Lots 59 and 60, in LEAVITT'S S.E. 15th ST. ACRES, in
17 Oklahoma County, Oklahoma, plus the adjoining North 1/2 of S.E. 12th
18 Street right of way, as vacated in JOURNAL ENTRY OF JUDGMENT recorded in
19 Book 9628, Pages 262-268.

20 **SECTION 2. REPEALER.** All ordinances or parts of ordinances in conflict herewith are
21 hereby repealed.

22 **SECTION 3. SEVERABILITY.** If any section, sentence, clause or portion of this ordinance is
23 for any reason held to be invalid, such decision shall not affect the validity of the remaining por-
24 tions of the ordinance.

25 PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma,
26 on the _____ day of _____, 2021.

27 THE CITY OF MIDWEST CITY, OKLA-
28 HOMA

29 _____
30 MATTHEW D. DUKES II, Mayor

31 ATTEST:

32 _____
33 SARA HANCOCK, City Clerk

34 APPROVED as to form and legality this _____ day of _____, 2021.

35 _____
36 HEATHER POOLE, City Attorney

RESOLUTION NO. 2021-_____

A RESOLUTION AMENDING THE 2008 COMPREHENSIVE PLAN MAP CLASSIFICATION FROM LDR, LOW DENSITY RESIDENTIAL TO MDR, MEDIUM DENSITY RESIDENTIAL, FOR THE PROPERTY DESCRIBED IN THIS RESOLUTION WITHIN THE CITY OF MIDWEST CITY, OKLAHOMA.

WHEREAS, the 2008 Comprehensive Plan Map of Midwest City, Oklahoma shows the following described property identified as LDR, Low Density Residential:

A part of the SW/4 of Section Six (6), Township Eleven (11) North, Range One (1) West of the Indian Meridian, Oklahoma County, Oklahoma, described as Lots 59 and 60, in LEAVITT'S S.E. 15th ST. ACRES, in Oklahoma County, Oklahoma, plus the adjoining North 1/2 of S.E. 12th Street right of way, as vacated in JOURNAL ENTRY OF JUDGMENT recorded in Book 9628, Pages 262-268.

WHEREAS, it is the desire of the Midwest City Council to amend the classification of the referenced property to Medium Density Residential;

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

That the classification of above described property located in Midwest City, Oklahoma is hereby changed to Medium Density Residential on the 2008 Comprehensive Plan Map.

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, this _____ day of _____, 2021.

CITY OF MIDWEST CITY, OKLAHOMA

MATTHEW D. DUKES II, Mayor

ATTEST:

SARA HANCOCK, City Clerk

APPROVED as to form and legality this _____ day of _____, 2021.

HEATHER POOLE, City Attorney



The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION
Brandon Bundy, City Engineer
CURRENT PLANNING DIVISION
Kellie Gilles, Planning Manager
COMPREHENSIVE PLANNING
Petya Stefanoff, Comprehensive Planner
BUILDING INSPECTION DIVISION
Christine Brakefield, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

TO: Honorable Mayor and City Council

FROM: Billy Harless, Community Development Director

DATE: February 23, 2021

SUBJECT: (PC –2072) Public hearing with discussion and consideration of approval of a resolution for a Special Use Permit to allow the use of Eating Establishment: Sit-Down, Alcoholic Beverages Permitted in the C-3, Community Commercial district, for the property described as a part of the SW/4 of Section 3 T11N, R2W, located at 1100 S. Air Depot Boulevard, Suite 5.

Executive Summary: The parcel is currently zoned C-3, Community Commercial. A single structure with multiple retail and restaurant spaces is located at the area of request. The space addressed as 1100 S Air Depot Blvd, Suite 5, is the site of Fusion Kitchen. The applicant is proposing to sell alcoholic beverages within the restaurant which is the reason for this Special Use Permit application. A Site Plan was not required with this application as the building is existing. Notice was sent to all property owners within 300 feet of the area of request. Staff has not received any calls or letters of protest at the time of this writing. Action is at the discretion of the City Council.



DATES OF HEARINGS:
Planning
Commission –
February 2, 2021
City Council –
February 23, 2021

COUNCIL WARD:
Ward 2, Pat Byrne

OWNER:
Hilltop Village, LLC

APPLICANT:
Navatha Mekala

PROPOSED USE:

Eating Establishment: Sit-Down, Alcoholic Beverages Permitted

DEVELOPMENT PROPOSED BY COMPREHENSIVE PLAN:

Area of Request – OR, Office Retail

North, South, East and West – OR, Office Retail

ZONING DISTRICTS:

Area of Request – C-3, Community Commercial

North, South, East and West – C-3, Community Commercial

LAND USE:

Area of Request – various restaurant and retail spaces

North – Advance Auto Parts

South – various restaurant and retail spaces

East – Mid-Del Technology Center

West – Q-Mart

COMPREHENSIVE PLAN CITATION:

Office/Retail Land Use

Retail land uses areas are intended to provide for a variety of retail trade, personal, and business services and establishments. Retail establishments generally require greater visibility than do other types of non-residential land uses (e.g., office, commercial).

Office uses include professional offices for lawyers, doctors, realtors, and other professionals. Office land uses are generally appropriate in all other non-residential areas of the City. Office development should be compatible with any adjacent residential area.

MUNICIPAL CODE CITATION:

2.20 Community Commercial

2.20.1. General Description

This commercial district is intended for the conduct of business activity which is located at the edge of residential areas but which serves a larger trade area than the immediately surrounding residential neighborhoods.

Business uses will most often be found in a wide variety of commercial structures, normally on individual sites with separate ingress, egress, and parking. Because of the varied uses permitted, it is important to be separated as much as possible visually and physically from any nearby residential areas and to limit the harmful effects of increased traffic, noise, and general nonresidential activity which will be generated.

Traffic generated by the uses permitted shall be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

7.6. Special Use Permit

7.6.1. Special Use Permit

The uses listed under the various districts as special use permits are so classified because they more intensely dominate the area in which they are located than do other uses permitted in the district.

(A) Consideration for compatibility

With consideration given to the setting, physical features, compatibility with surrounding land uses, traffic, and aesthetics, certain uses may locate in an area where they will be compatible with existing or planned land uses.

(B) Review and approval

The Planning Commission shall review each case on its own merit, apply the criteria established herein, and recommend either approval or denial of the special use permit to the City Council. Following the Planning Commission's recommendation, the City Council shall review each case on its own merit, apply the criteria established herein, and, if appropriate, authorize said use by granting a special use permit.

(C) Use identified by individual zoning district

If a special use permit is granted it shall be for all the uses permitted in the specified district plus the special use permit requested.

7.6.3 Criteria for Special Use Permit Approval

(A) Special use permit criteria

The City Council shall use the following criteria to evaluate a special use permit:

- 1) Whether the proposed use shall be in harmony with the policies of the comprehensive plan.
- 2) Whether the proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.
- 3) Whether the proposed use shall not adversely affect the use of neighboring properties.
- 4) Whether the proposed use shall not generate pedestrian and vehicular traffic that is hazardous or in conflict with the existing and anticipated traffic in the neighborhood.
- 5) Whether utility, drainage, parking, loading, signs, lighting access and other necessary public facilities to serve the proposed use shall meet the adopted codes of the city.

NOTIFICATION:

1. Written notice was mailed to owners of real property within 300 feet of the exterior boundaries of the subject property.

HISTORY:

1. This area was zoned C-3, with the adoption of the 1985 Zoning Map and remains so designated on the 2010 Zoning Map.
2. Planning Commission recommended approval of this item February 2, 2021.

STAFF COMMENTS:

Planning Division:

As noted in the Executive Summary, this Special Use Permit is required as the applicant is proposing to sell alcoholic beverages within the existing restaurant.

As of this writing, staff has not received any calls or letters of protest regarding this rezoning request.

The proposed use is classified within the Midwest City Zoning Ordinance as Eating Establishments: Sit-Down, Alcoholic Beverages Permitted. This category states that on-premise consumption of alcohol is accessory to the restaurant operation.

As mentioned above, criteria for special use permit approval is outlined in 7.6.3. of the Midwest City Zoning Ordinance. Below are staff's opinions as to how this application meets or does not meet the required criteria:

1. The Comprehensive Plan states that one of the three basic targets of economic development programming retaining and increasing the viability of existing local businesses. Allowing this Special Use Permit will allow this existing business to offer a wider variety of products and is consistent with the targets of the Comprehensive Plan.
2. The proposed use is in harmony with the general purpose and intent of the C-3 zoning district regulations as it is located in a commercial area and surrounded by commercial uses.
3. The proposed use is not likely to adversely affect the neighboring properties. The applicant will be required to adhere to all laws regarding serving alcoholic beverages to patrons.
4. The use is not expected to generate pedestrian and vehicular traffic that is hazardous or in conflict with the existing and anticipated traffic in the neighborhood. The area of request is already zoned C-3 and the traffic generated from this use would likely not change much from the existing daily traffic.
5. Utility, drainage, parking, loading, signs, lighting access and other necessary public facilities are all existing and will not be affected by this proposed use.

Action is at the discretion of the City Council.

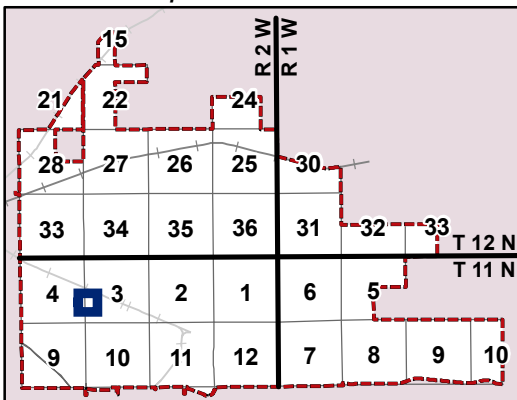
Action Required: Approve or reject the resolution for a Special Use Permit for the property as noted herein, subject to the staff comments as found in the February 23, 2021 agenda packet and made a part of PC-2072 file.



Billy Harless, AICP
Community Development Director
SS:KG



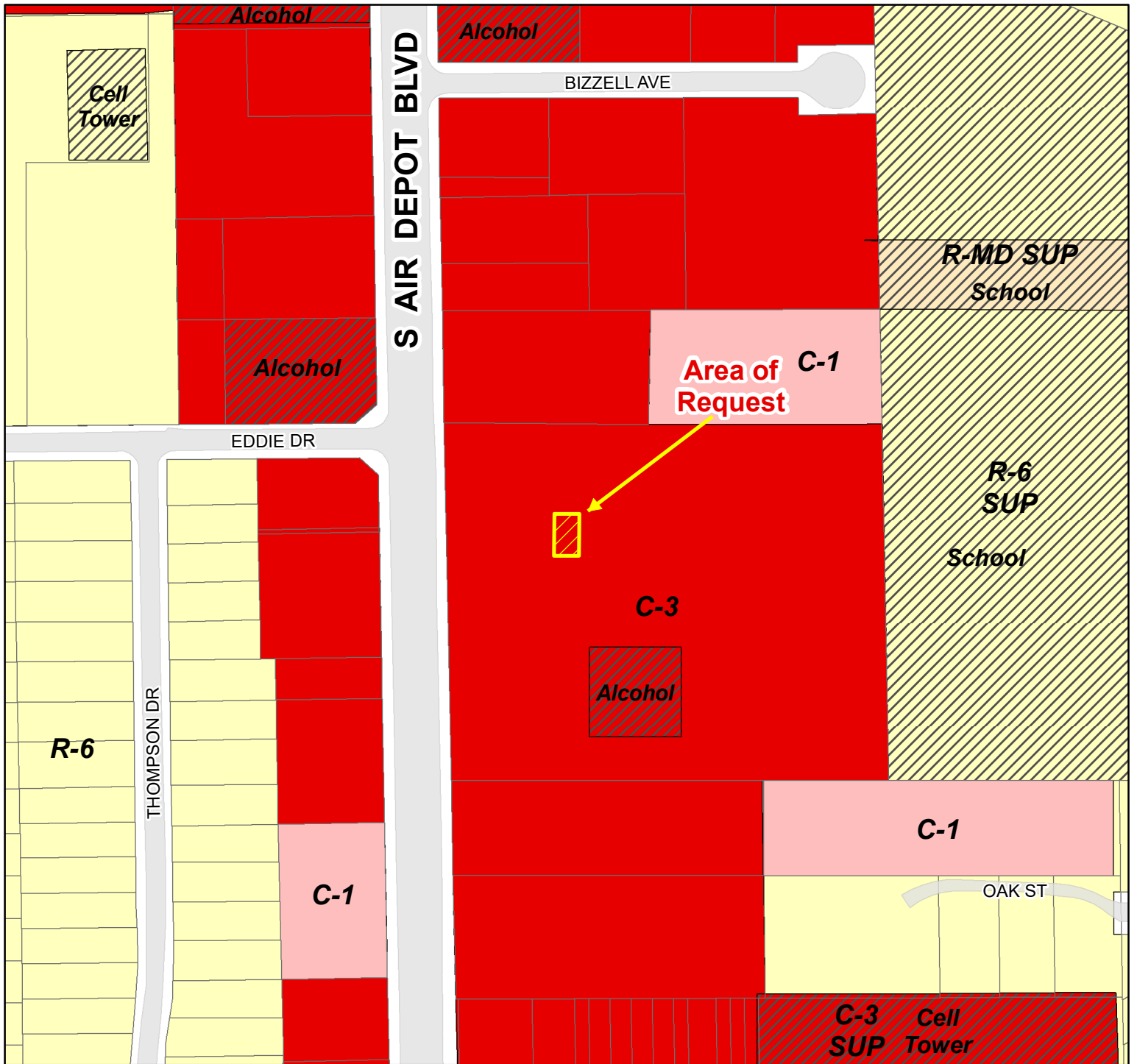
Locator Map



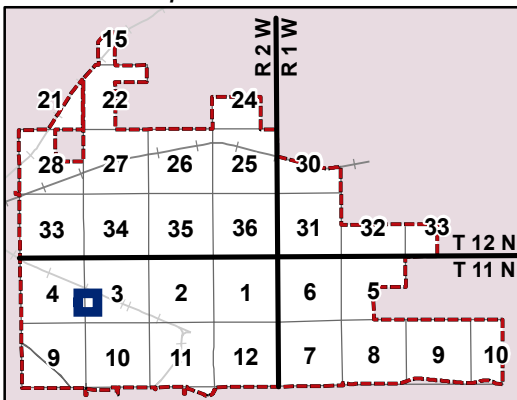
**12/2020 NEARMAP AERIAL VIEW FOR
PC-2072
(SW/4, Sec. 3, T11N, R2W)**



THIS MAP IS A GENERAL INFORMATION PUBLIC RESOURCE. THE CITY OF MIDWEST CITY MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE AS TO THE CONTENT, ACCURACY, TIMELINESS OR COMPLETENESS OF ANY OF THE INFORMATION PROVIDED ON THIS MAP. ANY PARTY'S USE OR RELIANCE ON THIS MAP OR ANY INFORMATION ON IT IS AT THAT PARTY'S OWN RISK AND WITHOUT LIABILITY TO THE CITY OF MIDWEST CITY, ITS OFFICIALS OR ITS EMPLOYEES FOR ANY DISCREPANCIES, ERRORS OR VARIANCES THAT MAY EXIST.



Locator Map



Current Zoning Legend

A-1	I-2 SUP	R-35
A-1 SUP	I-3	R-2F
C-1	O-1	R-MD
C-1 SUP	O-1 SUP	R-MD SUP
C-2	O-2	R-HD
C-3	O-2 SUP	R-HD SUP
C-3 SUP	R-6	R-MH-1
C-4	R-6 SUP	R-MH-2
C-4 SUP	R-8	PUD
I-1	R-10	SPUD
I-2	R-22	HOS
		HOS SUP

ZONING MAP FOR PC-2072 (SW/4, Sec. 3, T11N, R2W)



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2 **RESOLUTION NO. _____**

3 **A RESOLUTION APPROVING A SPECIAL USE PERMIT TO ALLOW EATING ES-**
4 **TABLISHMENT: SIT-DOWN, ALCOHOLIC BEVERAGES PERMITTED AND DIRECT-**
5 **ING AMENDMENT OF THE OFFICIAL ZONING DISTRICT MAP TO REFLECT**
6 **THE RECLASSIFICATION OF THE PROPERTY’S ZONING DISTRICT; AND**
7 **PROVIDING FOR REPEALER AND SEVERABILITY**

8 **WHEREAS**, the Zoning Map of Midwest City, Oklahoma, 2010, shows the following described
9 property with a classification of **C-3, Community Commercial**:

10 A part of the SW/4 of Section 3, T-11-N, R-2-W, located at 1100 S. Air Depot Blvd.
11 Suite 5, Midwest City, OK.

12 **WHEREAS**, it is the desire of the Midwest City Council to grant a Special Use
13 Permit for said property.

14 **NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF MID-**
15 **WEST CITY, OKLAHOMA COUNTY, STATE OF OKLAHOMA:**

16 That the above described property located in Midwest City, Oklahoma be and is
17 hereby granted a Special Use Permit to allow the use of **Eating Establishment: Sit-**
18 **Down, Alcoholic Beverages Permitted.**

19 **PASSED AND APPROVED** by the Mayor and Council of the City of Midwest City, Okla-
20 homa, on the _____ day of _____, 2021.

21 THE CITY OF MIDWEST CITY, OKLAHOMA

22 _____
23 MATTHEW D. DUKES II, Mayor

24 ATTEST:

25 _____
26 SARA HANCOCK, City Clerk

27 **APPROVED** as to form and legality this _____ day of _____, 2021.

28 _____
29 Heather Poole, City Attorney



The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION
Brandon Bundy, City Engineer
CURRENT PLANNING DIVISION
Kellie Gilles, Manager
COMPREHENSIVE PLANNING
Petya Stefanoff, Comprehensive Planner
BUILDING INSPECTION DIVISION
Christine Brakefield, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

To: Honorable Mayor and City Council

From: Billy Harless, Community Development Director

Date: February 23, 2021

Subject: (CA-79) Discussion and consideration of an appeal by Global Sign Solutions to Section 9-384 (h)(7) of the Midwest City Sign Ordinance which limits the size of direction signs to a maximum of 4 square feet of display surface area, Section 9-385(x) which prohibits off-premise advertising from all zoning districts except industrial, Section 9-386 (c) which states that only one (1) freestanding sign shall be allowed per frontage, and Section 9-386(d) which prohibits freestanding signs from being located within the right-of-way, for the property addressed as 2825 Parklawn Dr.

Applicant: G & S Sign Services, LLC

As the Council is aware, Midwest City's hospital will soon be operated by SSM Health Oklahoma. G & S Sign Services, LLC has been hired by SSM Health St. Anthony to rebrand the existing signs as well as add new signage on the hospital campus. Upon review of permit applications submitted, staff noted that several of the existing signs to be rebranded and several of the proposed new signs do not meet the requirements of the sign ordinance. Below is a brief description for each of the appeals included in this request.

- Signs 1, 2 and 4 are located within the dedicated right-of-way of Parklawn Dr. There are existing Alliance Health signs at each of these locations. G & S Sign Services has applied to remove the existing signs and install new SSM Health Signs in the same locations. As these signs are located in the right-of-way, they would be considered off-premise. Section 9-385(x) prohibits off-premise advertising in all zoning districts except for industrial. This property is zoned C-3, Community Commercial with a Special Use Permit for a hospital. Section 9-386(d) prohibits freestanding signs from being located in the right-of-way. For signs 1, 2 and 4 appeals are requested to Sections 9-385(x) and 9-386(d) of the sign ordinance to allow multiple signs to be located off-premise and in the right-of-way.
- Signs 3, 5, 6, 7 and 8 are all located within the hospital parcel. There are existing signs at each location. G & S Sign Services has applied to remove each of the existing signs and replace each with new freestanding signs. Section 9-386(c) of the sign ordinance only allows one (1) freestanding sign per frontage. For signs 3, 5, 6, 7 and 8 an appeal is requested to Section 9-386(c) of the sign ordinance to allow multiple freestanding signs on this parcel.

- Signs 13, 14A, 14B, 17, 19, 21 and 22 are all considered directional signs. Section 9-384(h)(7) includes directional signs as signs that do not require a permit but also states that directional signs may not exceed 4 square feet in display surface area. These directional signs vary in display surface area between 7.5 and 10.5 square feet. For signs 13, 14A, 14B, 17, 19, 21 and 22 an appeal is requested to Section 9-384(h)(7) to allow directional signs over 4 square feet in display surface area.

The SSM Health St. Anthony campus is not a typical commercial development. It is zoned C-3, Community Commercial with a Special Use Permit for a hospital and is therefore governed by the sign ordinance as any other C-3 property would be. However, the purpose of these signs is more informational to assist people in navigating the hospital campus rather than advertising a business or product as with traditional commercial uses.

Attached is a letter from the applicant requesting the variance as well as pictures of the proposed signs and a site plan showing the location of the proposed signs as well as the existing signs.

Action is at the discretion of the City Council.

Action Required: Approve or reject the appeals to the sign ordinance for the property described as noted in this staff report.



Billy Harless, AICP
Community Development Director

KG



G&S Sign Services, LLC

1634 SE 23RD STREET / OKLAHOMA CITY, OK / 73129 / 405.604.3636 / 405.604.3442

www.gssignservices.com

Hello, my name is Cameron Gleason and I work for G&S Sign Services located at 1634 SE 23rd St Oklahoma City OK.

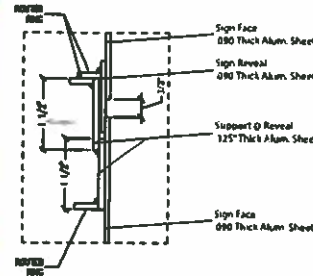
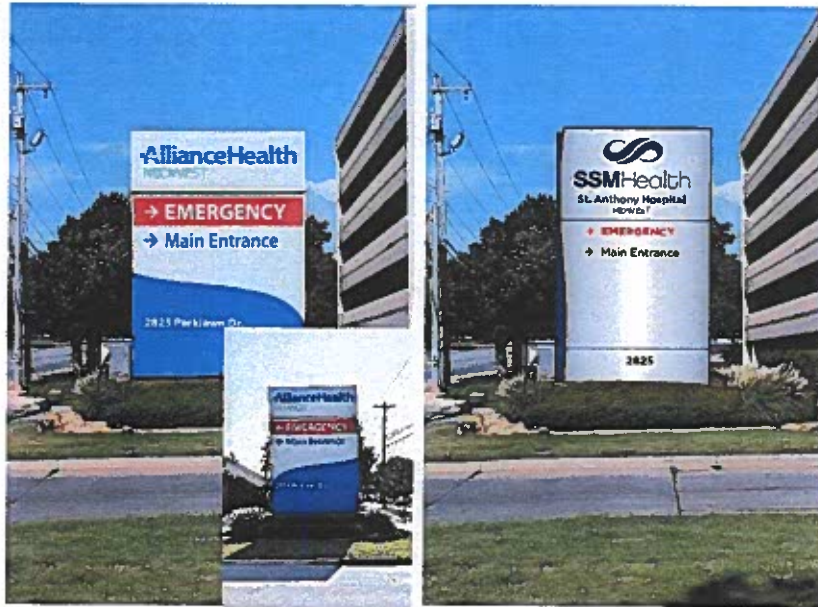
G&S Sign Services has been hired by SSM Health St. Anthony or Sandra Payne the marketing director to help them in their rebrand of the current Alliance Health Hospital located at 2825 Parklawn Dr, Midwest City OK. Our Scope is to remove, and replace signage around the campus with SSM Health Branding. Some of this requires us to replace signs entirely, in which case are replaced with similar or even less signage area. As you can see through the signage package, we are replacing existing signs and adding a few small directional signs to help flow of traffic through/around the hospital safely and efficiently. We are seeking approval of permits on the proposed sign package as submitted based upon the circumstances of the property and that the sign ordinance does not account or accommodate for campus style properties with multiple departments, entrances, avenues of approach and vantages.

Cameron Gleason
Sign Consultant
405.604.3636
cameron@gssignservices.com





SIGN #1



SCOPE: DOUBLE SIDED
 -remove existing sign
 -fabricate new radius faced ground sign
 -sign is illuminated and electrical is existing. G&S will re-connect to existing electrical
 -Installation of new sign per drawings

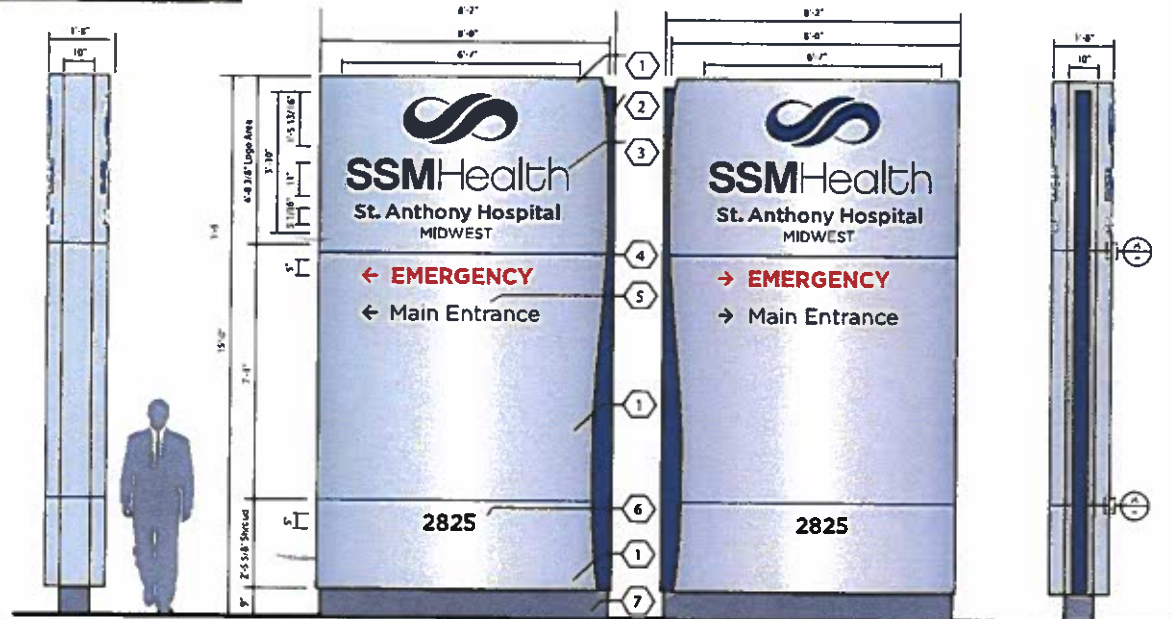
8.17' x 15'

21-249
 B-21-0064
 122.55

Sign Details

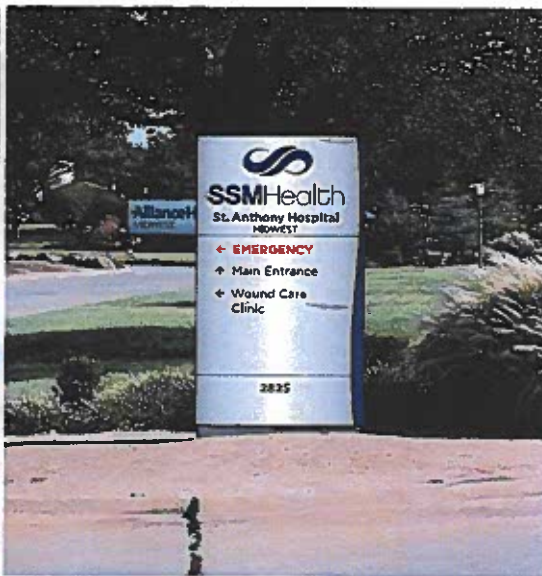
Aluminum construction, internally illuminated freestanding pylon sign
 See section detail specification drawings for 'Pylon Sign (Radius)' beginning on page 158

- 1 Radius Face(s)
Aluminum faces routed out for copy. Painted to match Silver (F3). Message panels are removable to allow for easy replacement in cases of copy changes.
- 2 Blue Accent Bar
Aluminum accent bar painted to match Blue (P1).
- 3 Push Thru Logo
Clear 1/4" push-thru acrylic logo copy is applied vinyl (Z3).
- 4 "EMERGENCY" Copy
Routed out copy backed up w/ White (244) acrylic. Flat surface applied vinyl decorative, red (V8).
- 5 Directional Copy
Routed out and backed up with black (Bero day/night) acrylic.
- 6 Address Copy
Routed out and backed up with black (Bero day/night) acrylic.
- 7 Base Shroud
Aluminum shroud to cover sign base painted to match IP13.





SIGN #2



SCOPE: DOUBLE SIDED

- Remove existing sign
- Fabricate new radius faced sign (illuminated)
- no existing electrical, but OTHERS will bring electrical to new sign.
- install sign per drawings.

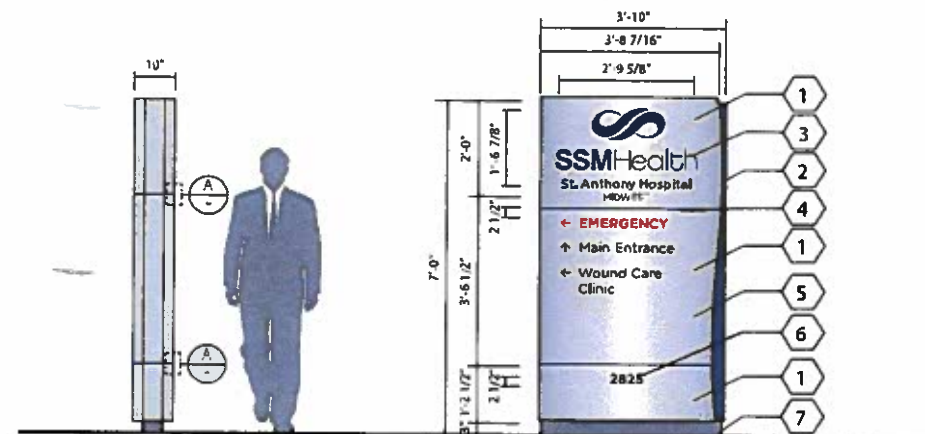
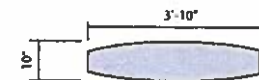
21-250
 B-21-0065
 26.81

7' x 3.83 =

Sign Details

Aluminum construction, internally illuminated freestanding monolith directional sign. See construction details for "Monolith Directional Sign (Radius)" on page 167.

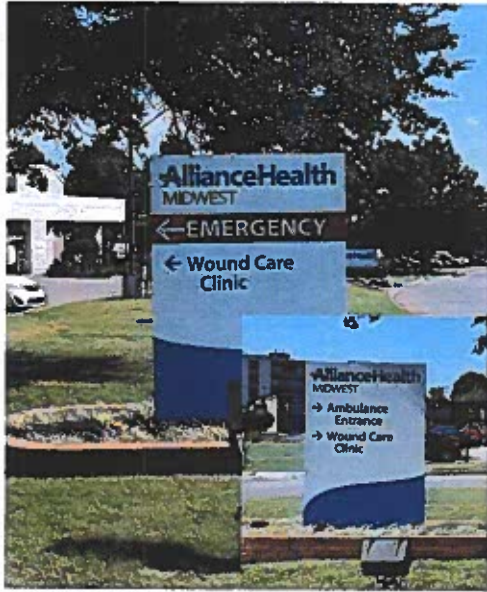
- Radius Face(s)**
Aluminum faces routed out for copy. Painted to match Silver (P3). Middle message panels are removable to allow for easy replacement in cases of copy changes
- Blue Accent Bar**
Aluminum accent bar painted to match Blue (P1).
- Logo**
Clear 1/4" push-thru acrylic logo copy w/ applied vinyl (V2).
- "EMERGENCY" Copy**
Routed out copy backed up w/ White (2447) acrylic. First surface applied vinyl decorative, red (V8).
- Directional Copy**
Routed out and backed up with black Bitro day/night acrylic.
- Address Copy**
Routed out and backed up with black Bitro day/night acrylic.
- Base Shroud**
Aluminum shroud to cover sign base painted to match (P13).



SCALE: 1/4" = 1'



SIGN #3



SCOPE: DOUBLE SIDED

- Remove existing sign
- Fabricate new radius faced sign (illuminated)
- Existing electrical but existing light and electrical will be demo'ed and brought over to new sign BY OTHERS.
- install sign per drawings.

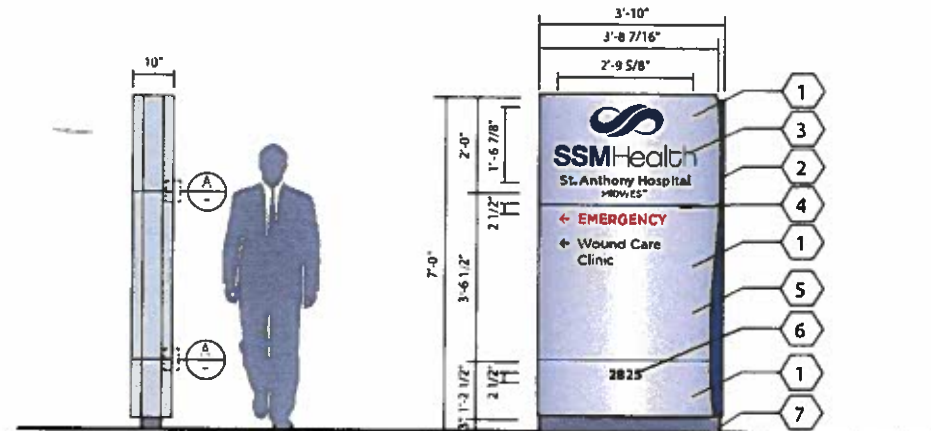
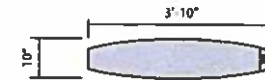
21-252
B-21-0066

7' x 3.83' = 26.81'

Sign Details

Aluminum construction, internally illuminated freestanding monolith directional sign. See construction details for "Monolith Directional Sign (Radius)" on page 167.

- Radius Face(s)**
Aluminum faces routed out for copy. Painted to match Silver (P3). Middle message panels are removable to allow for easy replacement in cases of copy changes
- Blue Accent Bar**
Aluminum accent bar painted to match Blue (P1).
- Logo**
Clear 1/4" push-thru acrylic logo copy w/ applied vinyl (V2).
- "EMERGENCY" Copy**
Routed out copy backed up w/ White (2447) acrylic. First surface applied vinyl decorate, red (V8).
- Directional Copy**
Routed out and backed up with black Bitro day/night acrylic.
- Address Copy**
Routed out and backed up with black Bitro day/night acrylic.
- Base Shroud**
Aluminum shroud to cover sign base painted to match (P13).



SCALE: 1/4" = 1'



SIGN #4



SCOPE: DOUBLE SIDED

- Remove existing sign
- Fabricate new radius faced sign (illuminated)
- no existing electrical, but OTHERS will bring electrical to new sign.
- install sign per drawings.

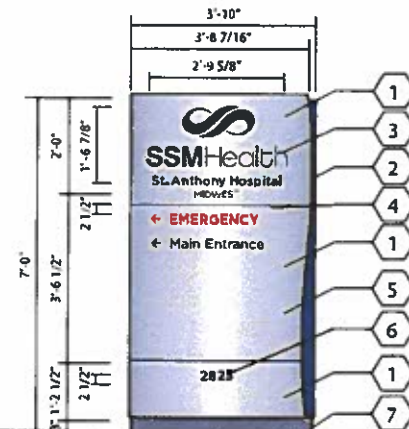
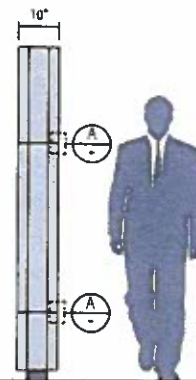
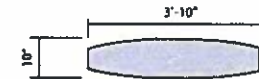
21-253
B - 21-0067

$7' \times 3.83' = 26.81'$

Sign Details

Aluminum construction, internally illuminated freestanding monolith directional sign. See construction details for "Monolith Directional Sign (Radius)" on page 167.

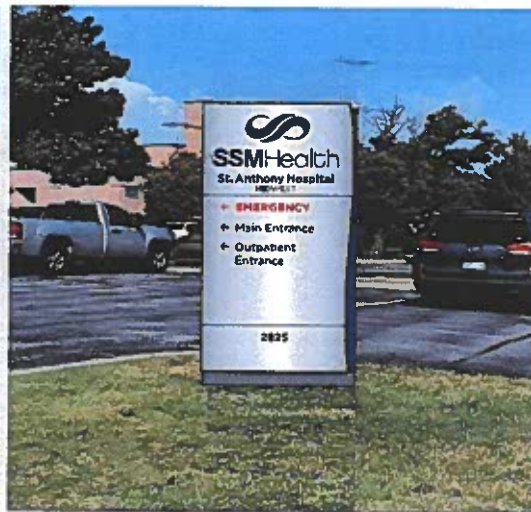
- Radius Face(s)**
Aluminum faces routed out for copy. Painted to match Silver (P3). Middle message panels are removable to allow for easy replacement in cases of copy changes.
- Blue Accent Bar**
Aluminum accent bar painted to match Blue (P1).
- Logo**
Clear 1/4" push-thru acrylic logo copy w/ applied vinyl (V2).
- "EMERGENCY" Copy**
Routed out copy backed up w/ White (2447) acrylic. First surface applied vinyl decorate, red (V8).
- Directional Copy**
Routed out and backed up with black Bitro day/night acrylic.
- Address Copy**
Routed out and backed up with black Bitro day/night acrylic.
- Base Shroud**
Aluminum shroud to cover sign base painted to match (P13).



SCALE: 1/4" = 1'



SIGN #5



SCOPE: SINGLE SIDED

- Remove existing sign
- Fabricate new radius faced sign (illuminated)
- Existing electrical but existing light and electrical will be demo'ed and brought over to new sign BY OTHERS.

-install sign per drawings.

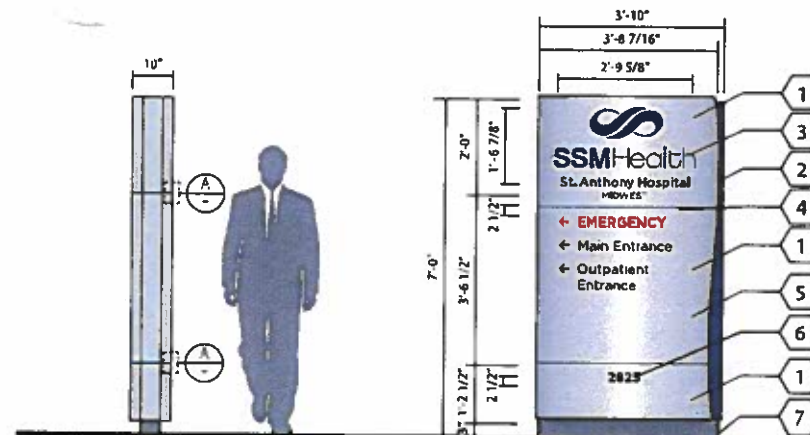
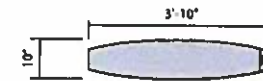
Direction exceeds 4 ft. in display surface area - permit required

Sign Details

Aluminum construction, internally illuminated freestanding monolith directional sign. See construction details for "Monolith Directional Sign (Radius)" on page 167.

- Radius Face(s)**
Aluminum faces routed out for copy. Painted to match Silver (P3). Middle message panels are removable to allow for easy replacement in cases of copy changes
- Blue Accent Bar**
Aluminum accent bar painted to match Blue (P1).
- Logo**
Clear 1/4" push-thru acrylic logo copy w/ applied vinyl (V2).
- "EMERGENCY" Copy**
Routed out copy backed up w/ White (2447) acrylic. First surface applied vinyl decorate, red (V8).
- Directional Copy**
Routed out and backed up with black Bitro day/night acrylic.
- Address Copy**
Routed out and backed up with black Bitro day/night acrylic.
- Base Shroud**
Aluminum shroud to cover sign base painted to match (P1).

7' X 3.83' = 26.81'



SCALE: 1/4" = 1'

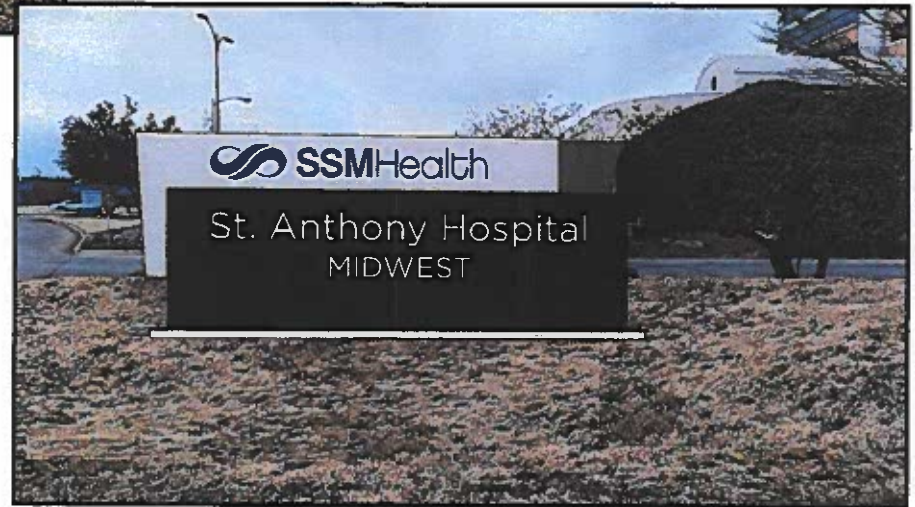


SIGN #6

21-255



EXISTING



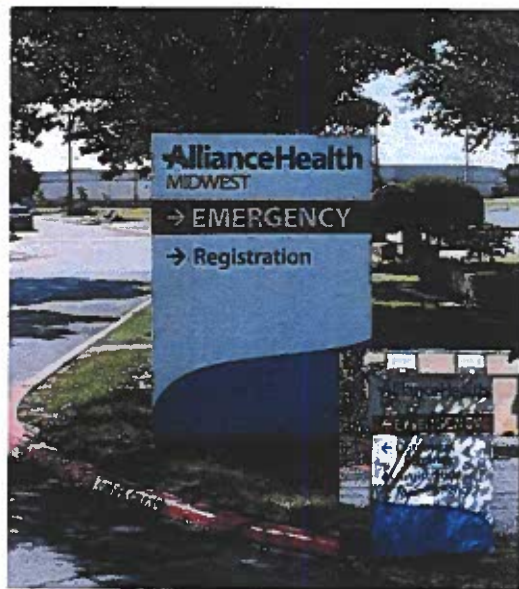
PROPOSED

Double Sided Monumnet

Scale 3/8"=1'



SIGN #7



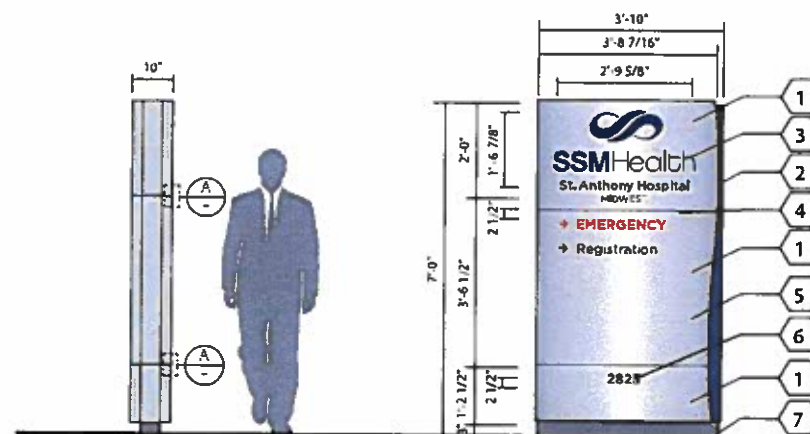
SCOPE: DOUBLE SIDED

- Remove existing sign
- Fabricate new radius faced sign (illuminated)
- Existing electrical but existing light and electrical will be demo'd and brought over to new sign BY OTHERS.
- install sign per drawings.

Sign Details

Aluminum construction, internally illuminated freestanding monolith directional sign. See construction details for "Monolith Directional Sign (Radius)" on page 167.

- 1 **Radius Face(s)**
Aluminum faces routed out for copy. Painted to match Silver (P3). Middle message panels are removable to allow for easy replacement in cases of copy changes.
- 2 **Blue Accent Bar**
Aluminum accent bar painted to match Blue (P1).
- 3 **Logo**
Clear 1/4" push-thru acrylic logo copy w/ applied vinyl (V2).
- 4 **"EMERGENCY" Copy**
Routed out copy backed up w/ White (2447) acrylic. First surface applied vinyl decorative red (V8).
- 5 **Directional Copy**
Routed out and backed up with black Bitro day/night acrylic.
- 6 **Address Copy**
Routed out and backed up with black Bitro day/night acrylic.
- 7 **Base Shroud**
Aluminum shroud to cover sign base painted to match (P1).



SCALE: 1/4" = 1'



SIGN #8



21-257
B-21-0070

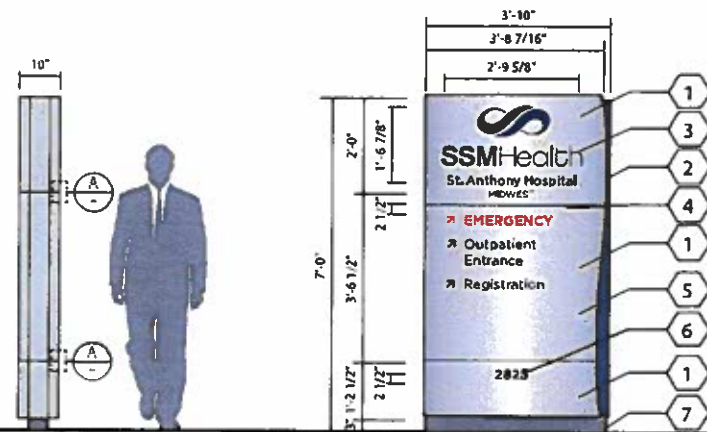
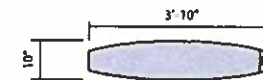
- SCOPE: SINGLE SIDED
- Remove existing sign
 - Fabricate new radius faced sign (illuminated)
 - Existing electrical but existing light and electrical will be demo'ed and brought over to new sign BY OTHERS.
 - install sign per drawings.

7' x 3.83' = 26.81'

Sign Details

Aluminum construction, Internally illuminated freestanding monolith directional sign. See construction details for "Monolith Directional Sign (Radius)" on page 167).

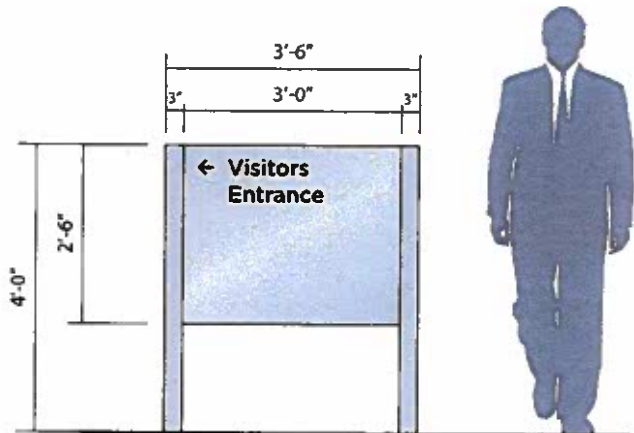
- Radius Face(s)**
Aluminum faces routed out for copy. Painted to match Silver (P3). Middle message panels are removable to allow for easy replacement in cases of copy changes
- Blue Accent Bar**
Aluminum accent bar painted to match Blue (P1).
- Logo**
Clear 1/4" push-thru acrylic logo copy w/ applied vinyl (V2).
- "EMERGENCY" Copy**
Routed out copy backed up w/ White (2447) acrylic. First surface applied vinyl decorate, red (V8).
- Directional Copy**
Routed out and backed up with black Bitro day/night acrylic.
- Address Copy**
Routed out and backed up with black Bitro day/night acrylic.
- Base Shroud**
Aluminum shroud to cover sign base painted to match (P13).



SCALE: 1/4" = 1'



SIGN #13



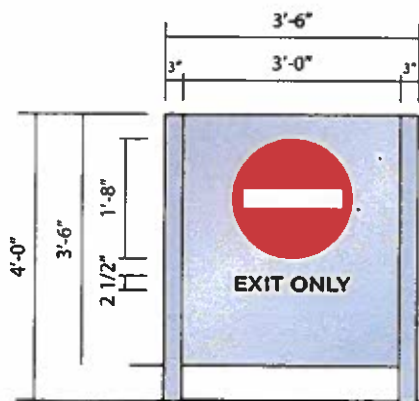
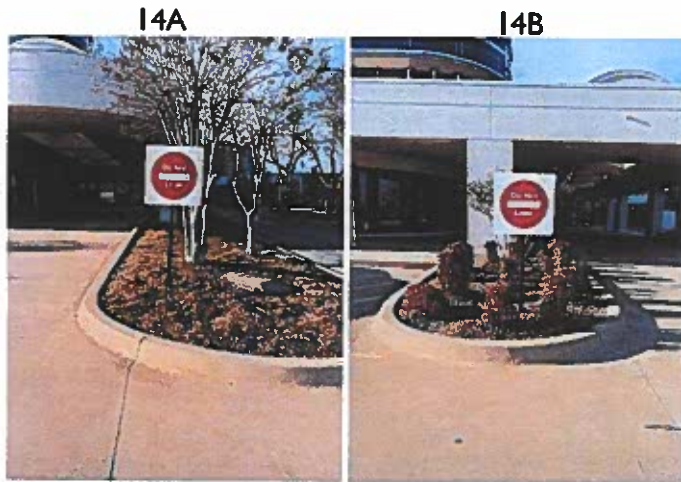
8.75

SCOPE: SINGLE SIDED
 -Fabricate and install New directional sign.
 -aluminum post and panel sign with vinyl graphics to help traffic locate the Visitors Entrance more easily

SCALE: 3/8" = 1'



SIGN #14A & 14B



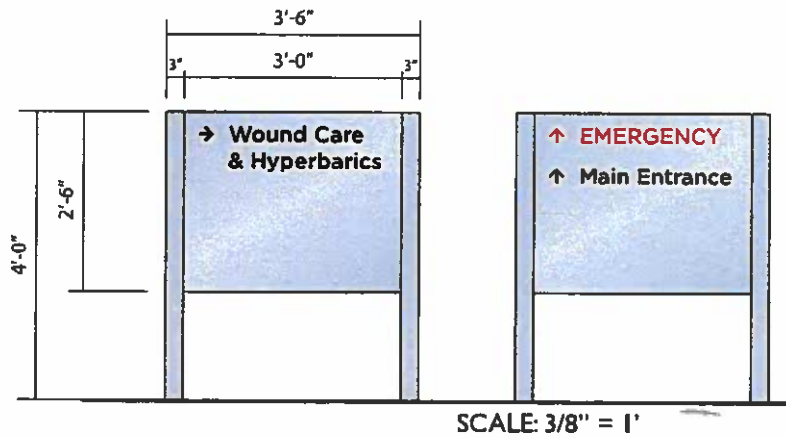
12.25

- SCOPE: SINGLE SIDED SIGN (X2)**
- Remove both existing DO NOT ENTER signs
 - Fabricate new non-illuminated post and panel signs.
 - Aluminum sign with vinyl graphics

SCALE: 3/8" = 1'



7.5' Needs Permit



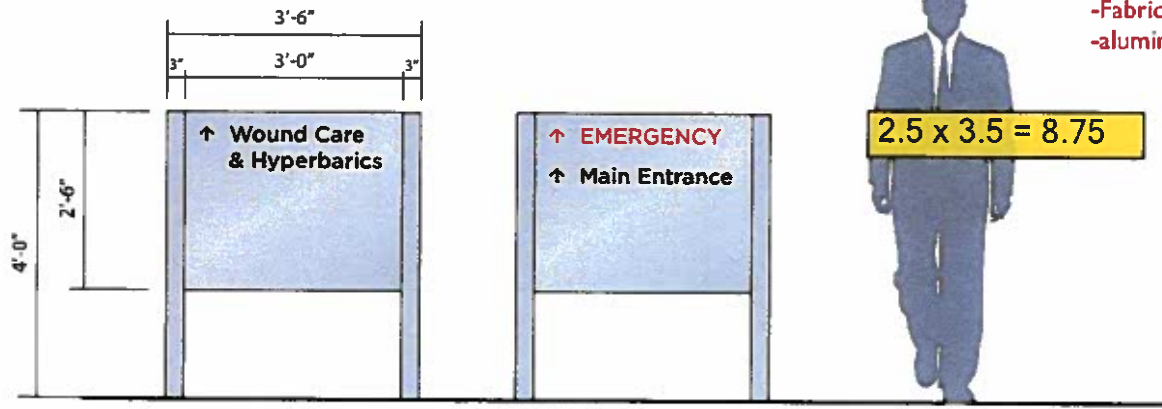
SCOPE: DOUBLE SIDED

- Fabricate and install New directional sign.
- aluminum post and panel sign with vinyl graphics





SIGN #19



SCALE: 3/8" = 1'

SCOPE: DOUBLE SIDED

-Fabricate and install New directional sign.

-aluminum post and panel sign with vinyl graphics

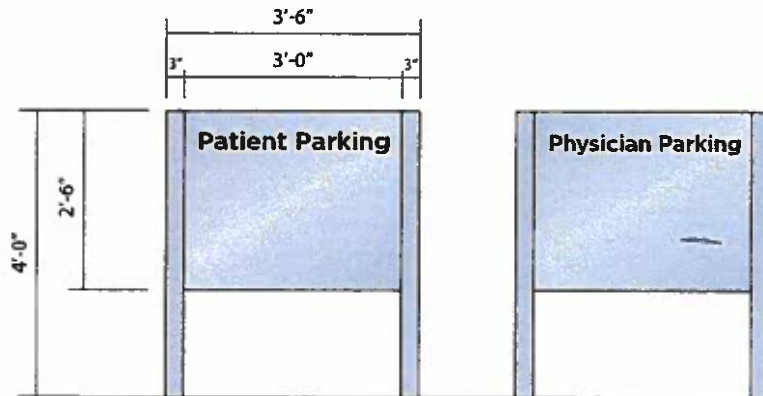


SIGN #21 & #22



Sign 21 (single sided)

Sign 22 (double sided)



SCOPE:

- Fabricate and install New directional sign.
- aluminum post and panel sign with vinyl graphics

2.5' x 3' = 7.5
Needs Permit

SCALE: 3/8" = 1'



Human Resources
100 N. Midwest Boulevard
Midwest City, OK 73110
office 405.739.1235

Memorandum

TO: Honorable Mayor and Council

FROM: Troy Bradley, Human Resources Director

DATE: February 23, 2021

RE: Discussion and consideration of accepting the monthly report on the City of Midwest City Employees' Health Benefits Plan by the City Manager and action as deemed necessary by the Council to maintain the plan.

This item is placed on the agenda at the request of the Council. Attached to this memo is information regarding the current financial condition of the City Employees' Health Benefits Plan for the month of January 2021 which is the seventh (7) period of the FY 2020/2021.

Troy Bradley, Human Resources Director

<u>FISCAL YEAR 2020-2021</u>	<u>Jul-20</u>	<u>Aug-20</u>	<u>Sep-20</u>	<u>Oct-20</u>	<u>Nov-20</u>	<u>Dec-20</u>	<u>Jan-21</u>	<u>Feb-21</u>	<u>Mar-21</u>	<u>Apr-21</u>	<u>May-21</u>	<u>Jun-21</u>
PLAN INCOME												
Projected Budgeted (MTD)	729,416	729,416	729,416	729,416	729,416	729,416	729,416	729,416	729,416	729,416	729,416	729,416
Actual (MTD)	662,819	704,904	753,466	689,432	1,065,534	727,062	722,415					
Projected Budgeted (YTD)	729,416	1,458,832	2,188,248	2,917,664	3,647,080	4,376,496	5,105,912	5,835,328	6,564,744	7,294,160	8,023,576	8,752,992
Actual (YTD)	662,819	1,367,723	2,121,189	2,810,621	3,876,155	4,603,217	5,325,632					
PLAN CLAIMS/ADMIN COSTS	<u>Jul-20</u>	<u>Aug-20</u>	<u>Sep-20</u>	<u>Oct-20</u>	<u>Nov-20</u>	<u>Dec-20</u>	<u>Jan-21</u>	<u>Feb-21</u>	<u>Mar-21</u>	<u>Apr-21</u>	<u>May-21</u>	<u>Jun-21</u>
Projected Budgeted (MTD)	691,492	864,366	691,492	691,492	864,366	691,492	691,492	691,492	864,366	691,492	864,366	691,492
Actual (MTD)	548,997	965,005	927,589	766,622	859,038	854,726	841,941					
Projected Budgeted (YTD)	691,492	1,555,858	2,247,350	2,938,842	3,803,208	4,494,700	5,186,192	5,877,684	6,742,050	7,433,542	8,297,908	8,989,400
Actual (YTD)	548,997	1,514,002	2,441,591	3,208,213	4,067,251	4,921,977	5,763,918					
EXCESS INCOME vs. EXPENDITURES	<u>Jul-20</u>	<u>Aug-20</u>	<u>Sep-20</u>	<u>Oct-20</u>	<u>Nov-20</u>	<u>Dec-20</u>	<u>Jan-21</u>	<u>Feb-21</u>	<u>Mar-21</u>	<u>Apr-21</u>	<u>May-21</u>	<u>Jun-21</u>
Projected Budgeted (MTD)	37,924	-134,950	37,924	37,924	-134,950	37,924	37,924	37,924	-134,950	37,924	-134,950	37,924
Actual (MTD)	113,822	-260,101	-174,123	-77,190	206,496	-127,664	-119,526	0	0	0	0	0
Projected Budgeted (YTD)	37,924	-97,026	-59,102	-21,178	-156,128	-118,204	-80,280	-42,356	-177,306	-139,382	-274,332	-236,408
Actual (YTD)	113,822	-146,279	-320,402	-397,592	-191,096	-318,760	-438,286	0	0	0	0	0
FISCAL YEAR 2019-2020	<u>Jul-19</u>	<u>Aug-19</u>	<u>Sep-19</u>	<u>Oct-19</u>	<u>Nov-19</u>	<u>Dec-19</u>	<u>Jan-20</u>	<u>Feb-20</u>	<u>Mar-20</u>	<u>Apr-20</u>	<u>May-20</u>	<u>Jun-20</u>
PLAN INCOME												
Projected Budgeted (MTD)	674,837	674,837	674,837	674,837	674,837	674,837	674,837	674,837	674,837	674,836	674,836	674,836
Actual (MTD)	627,213	652,720	650,545	655,169	734,359	715,169	723,236	970,288	715,536	649,274	675,554	732,160
Projected Budgeted (YTD)	674,837	1,349,674	2,024,511	2,699,348	3,374,185	4,049,022	4,723,859	5,398,696	6,073,533	6,748,369	7,423,205	8,098,041
Actual (YTD)	627,213	1,279,933	1,930,478	2,585,647	3,320,007	4,035,176	4,758,412	5,728,700	6,444,236	7,093,510	7,769,064	8,501,224
PLAN CLAIMS/ADMIN COSTS	<u>Jul-19</u>	<u>Aug-19</u>	<u>Sep-19</u>	<u>Oct-19</u>	<u>Nov-19</u>	<u>Dec-19</u>	<u>Jan-20</u>	<u>Feb-20</u>	<u>Mar-20</u>	<u>Apr-20</u>	<u>May-20</u>	<u>Jun-20</u>
Projected Budgeted (MTD)	727,655	640,699	727,655	640,699	640,699	727,655	640,699	640,699	727,655	640,698	640,698	640,698
Actual (MTD)	646,453	673,397	845,354	678,761	893,068	996,518	825,669	776,712	849,727	629,694	538,458	736,771
Projected Budgeted (YTD)	727,655	1,368,354	2,096,009	2,736,708	3,377,407	4,105,062	4,745,761	5,386,460	6,114,115	6,754,813	7,395,511	8,036,209
Actual (YTD)	646,453	1,319,850	2,165,204	2,843,965	3,737,033	4,733,551	5,559,220	6,335,932	7,185,659	7,815,353	8,353,811	9,090,582
EXCESS INCOME vs. EXPENDITURES	<u>Jul-19</u>	<u>Aug-19</u>	<u>Sep-19</u>	<u>Oct-19</u>	<u>Nov-19</u>	<u>Dec-19</u>	<u>Jan-20</u>	<u>Feb-20</u>	<u>Mar-20</u>	<u>Apr-20</u>	<u>May-20</u>	<u>Jun-20</u>
Projected Budgeted (MTD)	-52,818	34,138	-52,818	34,138	34,138	-52,818	34,138	34,138	-52,818	34,138	34,138	34,138
Actual (MTD)	-19,240	-20,677	-194,809	-23,592	-158,708	-281,349	-102,433	193,576	-134,191	19,580	137,096	-4,611
Projected Budgeted (YTD)	-52,818	-18,680	-71,498	-37,360	-3,222	-56,040	-21,902	12,236	-40,582	-6,444	27,694	61,832
Actual (YTD)	-19,240	-39,917	-234,726	-258,318	-417,026	-698,375	-800,808	-607,232	-741,423	-721,843	-584,747	-589,358

Jan 7/FY 2021: \$1,079,712

Jan 7/FY 2020: \$1,306,527

Jan 7/FY 2019: \$1,855,652

Jan 7/FY 2018: \$1,910,587

** HAD FIVE MONDAYS WITH REPORTED MEDICAL CLAIMS PAID***



City Clerk
shancock@midwestcityok.org
100 N. Midwest Blvd,
Midwest City, Oklahoma 73110
O: 405-739-1207
www.midwestcityok.org

MEMORANDUM

TO: Mayor and Council

FROM: Sara Hancock, City Clerk

DATE: February 23, 2021

SUBJECT: Discussion to consider and adopt a resolution authorizing the calling and holding of an election in the City of Midwest City, State of Oklahoma, for the purpose of submitting to the registered, qualified electors of said City the question of the issuance of the general obligation bonds of said city in the sum of five million seven hundred thousand and no/100s dollars (\$5,700,000.00), to be issued in series, to provide funds (either with or without state or federal aid) for the purpose of acquiring, constructing, reconstructing, improving, remodeling and repairing public safety buildings and facilities including extending utilities and improving access thereto and purchasing and installing public safety equipment all to be owned exclusively by said City, as authorized by section 27, article X of the constitution and statutes of the state of Oklahoma, and acts complementary supplementary and enacted pursuant thereto; and in connection with said bonds, the question of levying and collecting an annual tax, in addition to all other taxes, upon all the taxable property in said city for the payment of the interest and principal on said bonds.

The attached proclamation and resolution includes one proposition for the Police/Fire Training Facility located at the Midwest City Public Works Facility – S.E. 15th Street in the City of Midwest City. The Election Resolution must be submitted to the Election Board 60 days in advance of the election, which makes our most viable election date May 11, 2021, as recommended by the Oklahoma Election Board. Therefore, the Election Proclamation must be submitted to them by March 11, 2021.

Sara Hancock
City Clerk

**THE CITY COUNCIL OF THE CITY OF MIDWEST CITY, STATE OF OKLAHOMA,
MET IN REGULAR SESSION IN THE COUNCIL CHAMBERS AT THE CITY HALL,
100 NORTH MIDWEST BOULEVARD, IN SAID CITY ON THE 23RD DAY OF
FEBRUARY, 2021, AT 6:00 O'CLOCK P.M.**

PRESENT:

ABSENT:

Notice of the regular meetings of the City Council for calendar year 2021 having been given in writing to the City Clerk of Midwest City, Oklahoma prior to December 15, 2020, and public notice having been posted in prominent public view at the City Hall, 100 North Midwest Boulevard, Midwest City, Oklahoma, twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

(OTHER PROCEEDINGS)

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

AYE:

NAY:

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

RESOLUTION _____

A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF AN ELECTION IN THE CITY OF MIDWEST CITY, STATE OF OKLAHOMA, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE GENERAL OBLIGATION BONDS OF SAID CITY IN THE SUM OF FIVE MILLION SEVEN HUNDRED THOUSAND AND NO/100S DOLLARS (\$5,700,000.00), TO BE ISSUED IN SERIES, TO PROVIDE FUNDS (EITHER WITH OR WITHOUT STATE OR FEDERAL AID) FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, RECONSTRUCTING, IMPROVING, REMODELING AND REPAIRING PUBLIC SAFETY BUILDINGS AND FACILITIES INCLUDING EXTENDING UTILITIES AND IMPROVING ACCESS THERETO AND PURCHASING AND INSTALLING PUBLIC SAFETY EQUIPMENT ALL TO BE OWNED EXCLUSIVELY BY SAID CITY, AS AUTHORIZED BY SECTION 27, ARTICLE X OF THE CONSTITUTION AND STATUTES OF THE STATE OF OKLAHOMA, AND ACTS COMPLEMENTARY SUPPLEMENTARY AND ENACTED PURSUANT THERETO; AND IN CONNECTION WITH SAID BONDS, THE QUESTION OF LEVYING AND COLLECTING AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY FOR THE PAYMENT OF THE INTEREST AND PRINCIPAL ON SAID BONDS.

WHEREAS, it is deemed advisable by the City of Midwest City, State of Oklahoma, to acquire, construct, reconstruct, improve, remodel and repair public safety buildings and facilities including extending utilities and improving access thereto and purchase and install public safety equipment; and

WHEREAS, the estimated amount necessary for the City to acquire, construct, reconstruct, improve, remodel and repair public safety buildings and facilities including extending utilities and improving access thereto and purchase and install public safety equipment is the sum of Five Million Seven Hundred Thousand and No/100s Dollars (\$5,700,000.00); and

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

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MIDWEST CITY, STATE OF OKLAHOMA.

Section 1. That the Mayor of said City be, and he is hereby authorized and directed to call a special election to be held in said City on the 11th day of May, 2021, for the purpose of submitting to the registered qualified voters thereof the following proposition:

PROPOSITION #1

“Shall the City of Midwest City, State of Oklahoma, incur an indebtedness by issuing its bonds in the sum of Five Million Seven Hundred Thousand and no/100s Dollars (\$5,700,000.00), to be issued in series, to provide funds (either with or without state or federal aid) for the purpose of acquiring, constructing, reconstructing, improving, remodeling, and repairing public safety buildings and facilities including extending utilities and improving access thereto and purchasing and installing public safety equipment, all to be owned exclusively by said City, and levy and collect an annual tax, in addition to all other taxes, upon all the taxable property in said City sufficient to pay the interest on said bonds as it falls due, and also to constitute a sinking fund for the payment of the principal thereof when due, said bonds to bear interest at not to exceed the rate of ten percent (10%) per annum, payable semi-annually and to become due serially within twenty-five (25) years from the date?”

The ballots used at said election shall set out the proposition as above set forth and shall also contain the following words and symbols, with respect to the proposition,

YES - FOR THE ABOVE PROPOSITION

NO - AGAINST THE ABOVE PROPOSITION

If the voter desires to vote for the above proposition, the voter shall fill in the box to the left of the word “YES”.

If the voter desires to vote against the above proposition, the voter shall fill in the box to the left of the word “NO”.

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

Proposition #1

Acquiring, constructing, reconstructing, improving, remodeling, and repairing public safety buildings and facilities including extending utilities and improving access thereto and purchasing and installing public safety equipment:

Police/Fire Training Facility located at the Midwest City Public Works Facility - S. E. 15 th Street in the City of Midwest City,	\$3,990,000.00
--	----------------

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

Section 4. That the number and location of the polling places for said election shall be the same as the regular precinct polling places designated for statewide and local elections by the Oklahoma County Election Board. The persons who shall conduct the election shall be those precinct officers designated by the Oklahoma County Election Board, which officers shall also act as counters and certify the election results as required by law. The approval of the proposition shall require a simple 50% plus one vote majority.

Section 5. That pursuant to Title 26, Section 13-103(C), all precincts totally or partially contained within the limits of the City shall be open for election, except the City authorizes the following precincts, which are only partially contained within the limits of the City of Midwest City, not to be opened by certifying to the county election boards that no persons reside within that portion of the precinct contained within the limits of the City of Midwest City, and these precincts can therefore not be opened.

Precinct #244

Section 6. That a copy of this Resolution along with a map of the City limits of the City of Midwest City shall be personally delivered to the office of the County Election Board of Oklahoma County, State of Oklahoma, at least sixty (60) days prior to the date of the election.

Section 7. That the Election Board of Oklahoma County be and is now notified that a nonpartisan municipal election will be held in the City of Midwest City, Oklahoma located in Oklahoma County, on May 11, 2021.

ADOPTED AND APPROVED this 23rd day of February, 2021.

Mayor

ATTEST:

SARA HANCOCK, City Clerk

(SEAL)

APPROVED as to form and legality this 23rd day of February, 2021.

HEATHER POOLE, City Attorney

STATE OF OKLAHOMA)
) ss.
COUNTY OF OKLAHOMA)

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

I hereby certify that a true and complete copy of the Public Notice, attached hereto as Exhibit "A", was posted in prominent public view at the city Hall, 100 North Midwest Boulevard, Midwest City, Oklahoma, twenty-four (24) hours prior to the date of the meeting therein described, excluding Saturdays, Sundays and legal holidays. I further certify that a true, correct and complete copy of the schedule of regularly scheduled meetings of the City Council of the City for calendar year 2021 was filed in the office of the City Clerk of Midwest City, Oklahoma, as proscribed by law.

WITNESS my hand and seal this 23rd day of February, 2021.

City Clerk

(SEAL)

STATE OF OKLAHOMA

)

) ss.

COUNTY OF OKLAHOMA

)

I, the undersigned, the duly qualified and acting Secretary of the County Election Board of the above County hereby certify that a copy of the above and foregoing Resolution adopted by the governing body of the City of Midwest City, Oklahoma, on February 23, 2021, was personally served upon the office of the County Election Board of said County on the ____ day of February, 2021.

WITNESS my hand and seal of the County Election Board of said County this ____ day of February, 2021.

Secretary, County Election Board of
Oklahoma County, Oklahoma

(SEAL)

SPECIAL ELECTION PROCLAMATION AND NOTICE

Under and by virtue of Section 27, Article X, of the Oklahoma Constitution and the Statutes of the State of Oklahoma, and Acts complementary, supplementary, and enacted pursuant thereto, and Resolution adopted February 23, 2021, authorizing the calling of an election on the proposition hereinafter set forth, I, the undersigned Mayor of the City of Midwest City, Oklahoma, hereby call a special election and give notice thereof to be held in the City of Midwest City, Oklahoma, on the 11th day of May, 2021, for the purpose of submitting to the registered, qualified voters in said City the following proposition:

PROPOSITION #1

“Shall the City of Midwest City, State of Oklahoma, incur an indebtedness by issuing its bonds in the sum of Five Million Seven Hundred Thousand and no/100s Dollars (\$5,700,000.00), to be issued in series, to provide funds (either with or without state or federal aid) for the purpose of acquiring, constructing, reconstructing, improving, remodeling, and repairing public safety buildings and facilities including extending utilities and improving access thereto and purchasing and installing public safety equipment, all to be owned exclusively by said City, and levy and collect an annual tax, in addition to all other taxes, upon all the taxable property in said City sufficient to pay the interest on said bonds as it falls due, and also to constitute a sinking fund for the payment of the principal thereof when due, said bonds to bear interest at not to exceed the rate of ten percent (10%) per annum, payable semi-annually and to become due serially within twenty-five (25) years from the date?”

The ballots used at said election shall set out the proposition as above set forth and shall also contain the following words, with respect to the proposition:

- YES - FOR THE ABOVE PROPOSITION**
- NO - AGAINST THE ABOVE PROPOSITION**

If the voter desires to vote for the above proposition, the voter shall fill in the box to the left of the word “YES”.

If the voter desires to vote against the above proposition, the voter shall fill in the box to the left of the word “NO”.

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

Proposition #1

Acquiring, constructing, reconstructing, improving, remodeling, and repairing public safety buildings and facilities including extending utilities and improving access thereto and purchasing and installing public safety equipment:

Police/Fire Training Facility located at the Midwest City Public Works Facility - S. E. 15th Street in the City of Midwest City, \$3,990,000.00

That only the registered, qualified voters of the City of Midwest City, Oklahoma, may vote upon the proposition as above set forth.

The polls shall be opened at 7:00 o'clock a.m. and shall remain open continuously until and be closed at 7:00 o'clock p.m.

The number and location of the polling places for said election shall be the same as the regular precinct polling places as designated for statewide and local elections by the Oklahoma County Election Board. The persons who shall conduct said election shall be those officers designated by the Oklahoma County Election Board, which officers shall also act as counters and certify the election results as required by law.

WITNESS our hands as Mayor and City Clerk of the City of Midwest City, State of Oklahoma and the Seal of the City this 23rd day of February, 2021.

Mayor

ATTEST:

City Clerk



NEW BUSINESS/
PUBLIC DISCUSSION





EXECUTIVE SESSION





City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
tlyon@midwestcityok.org
Office: 405.739.1201
www.midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Tim Lyon, City Manager

DATE: February 23, 2021

SUBJECT: Discussion and consideration of 1) entering into executive session, as allowed under Title 25 Section 307 (B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest; and 2) in open session, authorizing the City Manager to take action as appropriate based on the discussion in executive session.

Appropriate information will be dispersed during executive session.

TIM LYON, City Manager



FURTHER INFORMATION





The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

To: Honorable Mayor and Council

From: Billy Harless, Community Development Director

Date: Tue, February 23, 2021

Subject: Monthly Residential and Commercial Building report for JAN 2021

There is still an increase in roofing permits and Commercial Remodels are picking up.

Billy Harless, AICP
Community Development Director

BH:ad

Midwest City Building Report
BUILDING REPORT JANUARY 2021

3	INDIVIDUAL RESIDENCES	\$	687,000.00
	DUPLEXES		
	APARTMENTS REMODEL/NEW		
	CONDOMINIUMS/TOWNHOUSE/APARTMENTS (STUDENT HOUSING)		
	PRIVATE GARAGES		
6	RESIDENTIAL REPAIR & EXPANSION	\$	125,645.00
8	FENCES	\$	9,750.00
1	SWIMMING POOLS/HOT TUBS	\$	30,000.00
3	CARPORTS	\$	11,000.00
2	PATIO COVER	\$	3,940.00
	PERSONAL STORAGE UNIT		
8	ACCESSORY BLDG.	\$	54,513.00
3	STORM SHELTER	\$	9,800.00
	DEMOLITION		
6	DRIVE WAY		
	HOUSE RELOCATE (MOVE IN) / HOUSE MOVING (OUT)		
	RETAINING WALL		
34	ROOF	\$	366,512.00
	TOTAL VALUE OF RESIDENTIAL	\$	<u>1,298,160.00</u>
	<u>INDUSTRIAL AND COMMERCIAL:</u>		
	NEW BUSINESS STRUCTURES		
4	BUSINESS STRUCTURES REPAIRED/ EXPANDED	\$	41,500.00
	ACCESSORY BLDG.		
	SMALL WIRELESS FACILITIES OR TOWERS		
5	SIGNS	\$	14,500.00
1	DEMOLITION		
	TENANT FINISH		
	POOLS		
	CANOPY/COVERED PARKING/PATIO COVER		
	FENCE		
1	TENTS / SEASONAL BUILDINGS / REVOCABLE		
1	DRIVE WAY/ PARKING LOT		
1	RETAINING WALL		
1	ROOF	\$	94,000.00
	TOTAL VALUE OF INDUSTRIAL/ COMMERCIAL BUILDINGS	\$	<u>150,000.00</u>
	<u>PUBLIC AND SEMI PUBLIC</u>		
	NEW SCHOOL STRUCTURES		
	SCHOOL STRUCTURE REPAIR/ EXPANDED		
	SCHOOL STRUCTURE MOVED IN		
8	SIGNS WELCOME CENTER	\$	380,000.00
	NEW CHURCH		
	NEW CHURCHES (REMODEL EXISTING SPACE)		
	ACCESSORY BLDG.		
	HOTEL NEW OR REMODEL		
	CHURCH REPAIR/ EXPANDED		
	NEW HOSPITAL STRUCTURE		
	HOSPITAL STRUCTURE REPAIR / EXPANDED		
1	CITY PROPERTY REPAIR	\$	2,000,000.00
	CITY PROPERTY NEW		
	DEMOLITIONS		
	DRIVE WAY PARKING LOT		
	ROOF		
	TOTAL VALUE OF PUBLIC AND SEMI-PUBLIC BUILDINGS	\$	<u>2,380,000.00</u>
	GRAND TOTAL VALUE OF BUILDING PERMITS ISSUED	\$	<u>3,828,160.00</u>

NEW SINGLE RESIDENTIAL BUILDING PERMITS

Jan-2021

ADDRESS	BUILDER/CONTRACTOR	PERMIT #		VALUE
10708 NE 4TH ST	CANE CREEK	20	1515	\$250,000.00
10712 NE 4TH ST	CANE CREEK	20	1516	\$280,000.00
13219 SAWTOOTH OAK RD	IDEAL HOMES	21	134	\$157,000.00

NEW DUPLEX RESIDENTIAL BUILDING PERMITS

ADDRESS BUILDER/CONTRACTOR PERMIT # VALUE

DEMOLITION or MOVE

ADDRESS CONTRACTOR PERMIT # VALUE

REPLACE EXISTING ROOF

ADDRESS	CONTRACTOR	PERMIT #		VALUE
101 W RICKENBACKER DR	PARKER BROTHERS (ESCROW)	21	198	\$5,800.00
1032 CEDAR HILL PL	H2O TECH	21	185	\$5,500.00
1105 CHOCTAW RIDGE RD	OKLAHOMA ROOFING AND CONSTRUCT	21	37	\$12,000.00
1108 LIVE OAK DR	ELLIOTT ROOFING	21	59	\$17,600.00
1108 PATRICK CT	LAND ENTERPRISES LLC	21	174	\$12,000.00
11622 ELMHURST DR	HICKS ROOFING & CONSTR	21	96	\$10,500.00
1612 HAVEN DR	HOME CONTRACTING LLC	21	154	\$5,000.00
200 E COE DR	OKLAHOMA ROOFING AND CONSTRUCT	21	163	\$7,000.00
2009 FLANNERY DR	OKLAHOMA ROOFING AND CONSTRUCT	21	165	\$6,000.00
2309 CELINA DR	OKLAHOMA ROOFING AND CONSTRUCT	21	34	\$0.00
2320 AVERY AVE	OKLAHOMA ROOFING AND CONSTRUCT	21	36	\$20,000.00
2325 SERENADE DR	TRIPLE DIAMOND CONSTR	21	146	\$14,000.00
300 WOODMAN DR	ECLIPSE ROOFING & CONSTRUCTION	21	93	\$4,000.00
3013 ROBIN RD	J & M ROOFING & SUPPLY CO	21	110	\$10,000.00
3201 N GLENOAKS DR	PARKER BROTHERS (ESCROW)	21	120	\$10,200.00
3500 GLENHAVEN DR	REED WINIFRED A	21	99	\$10,000.00
3509 MEADOWBROOK DR	MAUPIN ROOFING & CONSTRUCTION	21	68	\$15,600.00
3604 SHADYBROOK DR	MHM CONSTRUCTION	21	183	\$11,000.00
407 E KERR DR	ORANGE ELEPHANT ROOFING	21	192	\$7,500.00
408 BETTY LN	P.I. ROOFING	21	109	\$10,000.00
408 REMINGTON AVE	MAUPIN ROOFING & CONSTRUCTION	21	74	\$14,300.00
413 WILSON DR	ORANGE ELEPHANT ROOFING	21	53	\$8,700.00
500 ATKINSON DR	RA CONSTRUCTION GROUP	21	169	\$9,800.00
5612 SE 7TH ST	ORANGE ELEPHANT ROOFING	21	6	\$0.00
614 E ARBOR DR	JONES ROOFING	21	129	\$8,000.00
636 JUNIPER AVE	ROCK SOLID ROOFING	21	141	\$5,000.00
6500 E RENO AVE	P.I. ROOFING	21	108	\$66,000.00
813 GLENMANOR DR	OKLAHOMA ROOFING AND CONSTRUCT	21	35	\$12,000.00
840 STAHL DR	OKLAHOMA ROOFING AND CONSTRUCT	21	161	\$7,000.00
844 E STEED DR	VEAZEY CONSTRUCTION	21	4	\$6,500.00
8504 DEL ARBOLE DR	ORANGE ELEPHANT ROOFING	21	7	\$9,100.00
917 STIVER DR	ORANGE ELEPHANT ROOFING	21	32	\$6,412.00
9412 LYRIC LN	OKLAHOMA ROOFING AND CONSTRUCT	21	164	\$10,000.00
9700 OAKTREE TER	OKLAHOMA ROOFING AND CONSTRUCT	21	162	\$10,000.00

BUSINESS CERTIFICATE OF OCCUPANCY/CHANGE OF OWNERSHIP**Jan-2021**

ADDRESS	NAME OF BUSINESS	APPLICANT	PERMIT #	
701 E LOCKHEED DR	MWC HS HOME CONSESSION	CMS WILLOWBROOK	18	2309
701 E LOCKHEED DR	MWC HS VISITOR CONCESSION	CMS WILLOWBROOK	18	2310
701 E LOCKHEED DR	MWC HS ATHLETIC FACILITY	CMS WILLOWBROOK	18	2311
701 E LOCKHEED DR	MWC HS VISITOR STADIUM	CMS WILLOWBROOK	18	2313
701 E LOCKHEED DR	MWC HS HOME STADIUM REMODEL	CMS WILLOWBROOK	18	2312
101 N POST RD STE A	OKC SPEECH LLC	CHRISTA COLLINS	21	178
1265 N AIR DEPOT BLVD G	BACK 40 INVESTMENTS	BACK 40/ JUSTIN GAGE	21	20
1865 S DOUGLAS BLVD	SCOOTER'S COFFEE	JASON, RITA METCALF	20	2288
1900 S AIR DEPOT BLVD	SUMMER DENTAL MIDWEST CITY	CREED CARDON	21	23
2301 S DOUGLAS BLVD 105	JAI BHAWANI DBA ADI SMOKE	BISHWANATH BHURTEL	21	144
2350 S MIDWEST BLVD 7	Down To The Wire LLC	JOSH PARRISH	21	2
351 N AIR DEPOT BLVD M	The Game Lounge	KELLY SWARTZ	21	5
7001 E RENO AVE	DECENT FOOD MART	ZAINAB UMAR	21	65
7055 E RENO AVE	NEW CHINA	SUZHEN ZHENG	21	193
8538 NE 23RD ST	VIAGGIO'S CAFE	LAMAR & JAMIL ADAMS	21	159
8750 NE 23RD ST	WS CAR WASH OKC EAST	WS CAR WASH OKC EAST	21	21
9010 NE 23RD ST	CHURCH'S CHICKEN	AMPLER CHICKEN LLC	21	160
9208 NE 10TH ST	SYSCO STORAGE	3B STORAGE / BEN BORDEAUX	21	177

INDUSTRIAL & COMMERCIAL BUILDINGS NEW

Jan-2021

ADDRESS DESCRIPTION EST. COST CONTRACTOR OR OWNER PERMIT #

REPAIR/ REMODEL/ADD ON

ADDRESS DESCRIPTION EST. COST CONTRACTOR OR OWNER PERMIT #

ADDRESS	DESCRIPTION	EST. COST	CONTRACTOR OR OWNER	PERMIT #
2300 S AIR DEPOT BLVD	demo and building new wall	\$2,500.00	THE CARBURETOR SHOP INC	20 2248
2839 S DOUGLAS BLVD 106	EXPANDING WALLS TO MAKE BATH	\$20,000.00	LUCKY PARTNERS LLC	21 79
618 S AIR DEPOT BLVD	REMODEL FOR DISPENSARY, RETA	\$14,000.00	HENRY PHAM	20 1855
9213 NE 10TH ST	EXPANDING THE ADULT DAY CARE	\$5,000.00	KIMBERLY RICHARDSON	20 905

TENANT FINISH OR WHITE BOX

ADDRESS DESCRIPTION EST. COST CONTRACTOR OR OWNER PERMIT #

DEMOLITION

ADDRESS VALUE

REPLACE EXISTING ROOF

ADDRESS VALUE CONTRACTOR PERMIT #

ADDRESS	VALUE	CONTRACTOR	PERMIT #
900 N KEY BLVD	\$94,000.00	RA CONSTRUCTION GROUP	21 168

PUBLIC & SEMI PUBLIC BUILDINGS

Jan-2021

NEW

NEW	ADDRESS	DESCRIPTION	CONTRACTOR OR OWNER	EST. COST	PERMIT #
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SEMI PUBLI BUILDING

REMODEL/ADD ON

REPAIR/
REMODEL

CONTRACTOR OR
OWNER

ADDRESS	DESCRIPTION	CONTRACTOR OR OWNER	EST. COST	PERMIT #
2401 S POST RD	REED BASEBALL FIELD COMPLEX	VAUGHN SULLIVAN	\$2,000,000.00	21 194

REPLACE EXISTING ROOF

ADDRESS	DESCRIPTION	VALUE	CONTRACTOR	PERMIT #
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DEMOLITION

ADDRESS	DESCRIPTION	VALUE	CONTRACTOR	PERMIT #
1635 FELIX PL	DEMO BOOSTER PUMP STATION		DOWNEY CONTRAC	21 91

LOCATION / DESCRIPTION OF APPLICATION	NAME OF APPLICANT OR OWNER	PC# or BA#
Discussion and consideration of approval of the Final Plat of Ryans Ridge, described as a part of the SW/4 of Section 6, T11N, R1W and addressed as 10332 SE 10 th Street.	Kevin Ergenbright	PC-2065
Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Residential to C-1, Restricted Commercial District and a resolution amend the Comprehensive Plan from LDR, Low Density Residential to OR, Office/Retail, for the property described as a part of the SE/4 of Section 6, T-11-N, R-1-W, located at 10601 SE 15 th Street.	David Box	PC-2066
Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Detached Residential with a Special Use Permit for a Church to C-3, Community Commercial, and a resolution to amend the Comprehensive Plan from PSP, Public/Semi-Public to	Rod Baker	PC-2067
Public hearing with discussion and consideration of an ordinance redistricting from PUD, Planned Unit Development to Amended PUD, Amended Planned Unit Development, for the property described as Lot 1 of the Red Oak Development addressed as 2113 S Douglas Boulevard.	Rick Rice	PC-2068
Public hearing with discussion and consideration of an ordinance redistricting from R-2, Single Family Detached Residential, PUD, Planned Unit Development, O-2, General Office District to PUD, Planned Unit Development, governed by the R-HD, High Density Residential and a resolution to amend the Comprehensive Plan from LDR, Low Density Residential to MDR, Medium Density Residential for the property described as a part of the SW/4 of Section 6, T11N, R1W, addressed as 10100 S.E. 10 th St. and 1120 S. Post Road.	David Box	PC-2069
Discussion and consideration of approval of the Primrose Addition Preliminary Plat, described as a part of the SW/4 of Section 31, T12N, R1W and addressed as 316 N. Post Road.	David Box	PC-2070
Discussion and consideration of approval of the Replat of Lot 3, Block 2 of the Harper Addition, described as a part of the NW/4 of Section 31, T12N, R1W and addressed as 910 N. Poplar Lane.	Rodney Tyra	PC-2071

BOA from Dec 2020 that was left off last month

<p>Discussion and consideration of an application for a variance to Section 3.3, Area Regulations and Standards for Mixed Use and Nonresidential Districts, required minimum front setback and Section 5.8.5, Nonconforming Buildings and Structures that have Conforming Uses, for the property described as a part of the NW/4 of Section 3, T11N, R2W, addressed as 720 S. Air Depot.</p>	<p>FRED QUINN</p>	<p>BA-404</p>
<p>Discussion and consideration of an application for a variance to the terms, standards and criteria to the Airport Zoning Ordinance for office use in the APZ I for the property described as a part of the SW/4 of Section 2, T11N, R2W, addressed as 8709 SE 15th Street. NOTE: If this request is approved, an application to rezone the property from R-6, Single Family Detached Residential to O-2, General Office must be heard by the Planning Commission and approved by the City Council before any office use is allowed on this property.</p>	<p>DAVE BALLEW</p>	<p>BA-405</p>

STORM WATER QUALITY PERMITS

Jan-2021

DATE	LOCATION / DESCRIPTION	NAME OF CONTRACTOR OR OWNER	PERMIT #
01/15/2021	1635 FELIX PL	DOWNEY CONTRACTING, LLC	21-91

LAND DISTURBANCE PERMIT

DATE	LOCATION / DESCRIPTION	NAME OF CONTRACTOR OR OWNER	PERMIT #
01/15/2021	1635 FELIX PL	DOWNEY CONTRACTING, LLC	21-91

TOTAL RESIDENTIAL PERMITS 2019

<u>MONTH</u>	<u>NO</u>	<u>ESTIMATED COST</u>
JANUARY	2	\$ 235,000.00
FEBRUARY	11	\$ 1,911,500.00
MARCH	16	\$ 2,472,200.00
APRIL	22	\$ 3,225,000.00
MAY	12	\$ 1,678,500.00
JUNE	25	\$ 3,070,400.00
JULY	13	\$ 1,838,200.00
AUGUST	12	\$ 2,189,900.00
SEPTEMBER	7	\$ 1,236,857.00
OCTOBER	15	\$ 1,809,000.00
NOVEMBER	4	\$ 490,500.00
DECEMBER	12	\$ 1,831,500.00
TOTAL	151	\$ 21,988,557.00

11 Single Family Homes \$1,678,500.00
1 RSC Student Housing \$4,247,440.00

TOTAL RESIDENTIAL PERMITS 2020

<u>MONTH</u>	<u>NO</u>	<u>ESTIMATED COST</u>
JANUARY	12	\$ 1,684,000.00
FEBRUARY	7	\$ 3,268,500.00
MARCH	15	\$ 2,158,000.00
APRIL	12	\$ 2,339,000.00
MAY	9	\$ 1,296,750.00
JUNE	15	\$ 2,361,482.00
JULY	16	\$ 2,399,938.00
AUGUST	8	\$ 1,092,967.00
SEPTEMBER	5	\$ 1,077,720.00
OCTOBER	5	\$ 958,500.00
NOVEMBER	4	\$ 796,000.00
DECEMBER	3	\$ 623,000.00
TOTAL	111	\$ 20,055,857.00

TOTAL RESIDENTIAL PERMITS 2021

<u>MONTH</u>	<u>NO</u>	<u>ESTIMATED COST</u>
JANUARY	3	\$ 687,000.00
FEBRUARY		
MARCH		
APRIL		
MAY		
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
TOTAL		\$ 687,000.00

TOTAL COMMERCIAL PERMIT-2019 NEW/ADD ON/TF

MONTH	NO	ESTIMATED COST
JANUARY	6	\$ 2,505,000.00 Comm
JANUARY	1	\$ 1,540,000.00 Church
FEBRUARY	2	\$ 3,025,000.00
FEBRUARY	0	
MARCH	4	\$ 1,863,500.00
APRIL	0	
MAY	0	
JUNE	2	\$ 115,000.00
JULY	2	\$ 467,000.00
AUGUST	2	\$ 1,540,000.00 add/new 3 TF 2 were rptd on shell
AUGUST	3	\$ 20,000.00
SEPTEMBER	1	\$ 500,000.00
OCTOBER	3	\$ 635,000.00
NOVEMBER	0	
DECEMBER	1	\$ 2,400,000.00 Animal Services
TOTAL	27	\$ 14,610,500.00

TOTAL COMMERCIAL PERMIT-2019 REMODEL/REPAIR

MONTH	NO	ESTIMATED COST
JANUARY	4	\$292,000.00 Comm
JANUARY	1	\$3,000,000.00 School
FEBRUARY	8	\$22,365.00
FEBRUARY	1	\$45,000.00 SCHOOL
MARCH	3	\$6,300.00
APRIL	6	\$359,383.00
MAY	6	\$755,500.00
JUNE	4	\$1,025,000.00
JULY	4	\$563,150.00
AUGUST	2	\$163,000.00
AUGUST	1	\$4,700,000.00 School
SEPTEMBER	3	\$59,000.00
OCTOBER	5	\$1,049,900.00
NOVEMBER	3	\$16,050.00
DECEMBER	5	\$84,100.00
TOTAL	56	\$12,140,748.00

TOTAL COMMERCIAL PERMIT-2020 NEW/ADD ON/TF

MONTH	NO	ESTIMATED COST
JANUARY	2	\$ 2,425,000.00
FEBRUARY	0	-
MARCH	1	\$ 250,000.00
APRIL	0	
MAY	0	
JUNE	2	\$ 2,540,000.00
JUNE	-	
JULY	1	\$ 175,000.00
AUGUST	0	
SEPTEMBER	0	
OCTOBER	1	\$ 600,000.00
NOVEMBER	0	
DECEMBER	1	\$850,000.00
TOTAL	8	\$ 6,840,000.00

TOTAL COMMERCIAL PERMIT-2020 REMODEL/REPAIR

MONTH	NO	ESTIMATED COST
JANUARY	10	\$439,000.00
FEBRUARY	6	\$2,576,671.00
MARCH	4	\$1,111,406.00
APRIL	3	\$118,000.00
MAY	4	\$778,500.00
JUNE	4	\$684,500.00
JUNE	1	\$131,000.00 LIBRARY
JULY	2	\$810,000.00
AUGUST	2	\$23,000.00
SEPTEMBER	10	\$646,021.00
OCTOBER	9	\$1,850,880.00
NOVEMBER	4	\$530,000.00
DECEMBER	1	\$100,000.00
TOTAL	60	\$9,798,978.00

TOTAL COMMERCIAL PERMIT-2021 NEW/ADD ON/TF

MONTH	NO	ESTIMATED COST
JANUARY		
FEBRUARY		
MARCH		
APRIL		
MAY		
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
TOTAL		\$ -

TOTAL COMMERCIAL PERMIT-2021 REMODEL/REPAIR

MONTH	NO	ESTIMATED COST
JANUARY	5	\$2,041,500.00
FEBRUARY		
MARCH		
APRIL		
MAY		
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
TOTAL	5	\$2,041,500.00

Jan-2021

BUILDING INSPECTIONS	CURRENT MONTH	YEAR TO DATE
NUMBER OF BUILDING FINAL INSPECTIONS:	21	21
NUMBER OF BUILDING C/O INSPECTIONS RESIDENTIAL:	7	7
NUMBER OF BUILDING C/O INSPECTIONS COMMERCIAL:	22	22
NUMBER OF MISC BUILDING INSPECTIONS:	4	4
NUMBER OF ENGINEERING SITE INSPECTIONS:	1	1
NUMBER OF STORM SHELTER INSPECTIONS:	1	1
NUMBER OF CITATIONS ISSUED:		
NUMBER OF NOTICE AND ORDERS ISSUED:		
NUMBER OF WARNINGS ISSUED:		
NUMBER OF POSTING/PLACARD:	4	4
NUMBER OF PENALTIES:	15	15
TOTAL NUMBER OF INSPECTIONS: all inspectors	504	504

**MINUTES OF MIDWEST CITY BOARD OF ADJUSTMENT SPECIAL MEETING
February 2, 2021 – 5:30 P.M.**

This special meeting of the Midwest City Board of Adjustment was held in the City Council Chambers, 100 North Midwest Boulevard, Midwest City, Oklahoma County, Oklahoma, on February 2, 2021, with the following members present:

Present: Jess Huskey
 Tammy Cook
 Frank Young
 Charles McDade

Absent: Cy Valanejad

Staff present: Kellie Gilles, Planning Manager
 Sarah Steward, Associate Current Planner

The meeting was called to order by Huskey at 6:00 P.M.

A. MINUTES:

McDade noted that under item B1, he was listed as voting twice. This error was corrected on those minutes.

A motion was made by Young, seconded by Valanejad, to approve the minutes of the meeting of November 5, 2019 as presented. Voting aye: Young, McDade, Valanejad and Huskey. Nay: none. Motion carried.

B. NEW MATTERS:

1. **(BA-405) Discussion and consideration of an application for a variance to the terms, standards and criteria to the Airport Zoning Ordinance for office use in the APZ I for the property described as a part of the SW/4 of Section 2, T11N, R2W, addressed as 8709 SE 15th Street. NOTE: If this request is approved, an application to rezone the property from R-6, Single Family Detached Residential to O-2, General Office must be heard by the Planning Commission and approved by the City Council before any office use is allowed on this property.**

Staff gave a brief overview of this item. The applicant, Dave Ballew of 700 Timber Ridge, Midwest City, was present and addressed the Board members. There was general discussion about the application.

The Board members addressed the following criteria for the variance:

1. The application of the ordinance to the particular piece of property would create an unnecessary hardship. Is there a motion to make a finding of such an unnecessary hardship? No motion was made of such a finding.
2. Such conditions are peculiar to the particular piece of property. Is there a motion to make a finding of such peculiar condition? A motion was made by Young of a finding of a peculiar condition that the property is orphaned. There was no second. Motion failed.
3. Relief, if granted, would not cause substantial detriment to the public good, or impair the purposes and intent of the ordinance or the comprehensive plan. Is there a motion to make such a finding? No motion was made of such a finding.
4. The variance, if granted, would be the minimum necessary to alleviate the unnecessary hardship. Is there a motion to make such a finding? No motion was made of such finding.

A motion was made by McDade, seconded by Young, to deny the variance application. Voting aye: Young, Cook, Huskey and McDade. Voting nay: None. Motion carried.

C. **BOARD DISCUSSION:** None

D. **PUBLIC DISCUSSION:** None.

There being no further business, a motion was made by Young, seconded by McDade, to adjourn the meeting. Voting aye: Young, McDade, Cook and Huskey. Nay: none. Motion carried.

The meeting adjourned at 6:00 P.M.

JESS HUSKEY, Chairman

KG

Notice of regular Midwest City Planning Commission meetings in 2021 was filed for the calendar year with the Midwest City Clerk prior to December 15, 2020 and copies of the agenda for this meeting were posted at City Hall at least 24 hours in advance of the meeting.

MINUTES OF MIDWEST CITY PLANNING COMMISSION MEETING

February 2, 2021 - 7:00 p.m.

This regular meeting of the Midwest City Planning Commission was held in the Council Chambers, 100 North Midwest Boulevard, Midwest City, Oklahoma County, Oklahoma, on January 5, 2021 at 6:00 p.m., with the following members present:

Commissioners present: Russell Smith
 Jess Huskey
 Jim Campbell
 Rick Dawkins
 Jim Smith

Commissioner absent: Dean Hinton
 Dee Collins

Staff present: Billy Harless, Community Development Director
 Kellie Gilles, Current Planning Manager
 Brandon Bundy, City Engineer
 Sarah Steward, Associate Current Planner

A. CALL TO ORDER

The meeting was called to order by Chairperson R. Smith at 6:07 p.m.

B. MINUTES

1. A motion was made by Huskey, seconded by J. Smith, to approve the minutes of the January 5, 2021 Planning Commission meeting as presented. Voting aye: Huskey, R. Smith, Dawkins, Campbell and J. Smith. Nay: none. Motion carried.

C. NEW MATTERS

1. (PC-2069) Public hearing with discussion and consideration of an ordinance redistricting from R-2, Single Family Detached Residential, PUD, Planned Unit Development, O-2, General Office District to PUD, Planned Unit Development, governed by the R-HD, High Density Residential and a resolution to amend the Comprehensive Plan from LDR, Low Density Residential to MDR, Medium Density Residential for the property described as a part of the SW/4 of Section 6, T11N, R1W, addressed as 10100 S.E. 10th Street and 1120 S. Post Road.

Staff presented a brief overview of the request. The applicant's representative, David Box of 522 Colcord Dr., OKC, was present. There was general discussion. A motion was made by Dawkins, seconded by Campbell to recommend approval of this item. Voting aye: Huskey, Dawkins, Campbell, R. Smith and J. Smith. Nay: none. Motion carried.

2. (PC-2072) Public hearing with discussion and consideration of approval of a resolution for a Special Use Permit to allow the use of Eating Establishment: Sit-Down, Alcoholic Beverages Permitted in the C-3, Community Commercial district, for the property described as a part of the SW/4 of Section 3 T11N, R2W, located at 1100 S. Air Depot Boulevard, Suite 5.

Staff presented a brief overview of this item. The applicant, Navatha Mekala, of 1100 S. Air Depot Suite 5, was present. A motion was made by Huskey, seconded by Dawkins, to recommend approval of this item subject to staff comments. Voting aye: Dawkins, R. Smith, Huskey, J. Smith, and Campbell. Voting nay: none. Motion carried.

D. COMMISSION DISCUSSION: General Discussion.

E. PUBLIC DISCUSSION: None.

F. FURTHER INFORMATION: None.

G. ADJOURNMENT

Chairperson R. Smith adjourned the meeting at 6:19 p.m.

(KG)



The City Of Midwest City
Neighborhood Services Department
Neighborhoods In Action • Code Enforcement • Neighborhood Initiative

MEMO

To: Honorable Mayor and Council
From: Mike S. Stroh, Neighborhood Services Director
Date: February 23, 2021
Subject: Review of the monthly Neighborhood Services report for January 2021.

In January 2021, the Code Enforcement Division had very limited officers for the month as they were all finishing working the ice storm debris. City Clerk's Code Officer was included in these numbers. Together they opened 88 new cases, cleared 122 cases, contracted 1 property, and wrote 1 new citation. This makes 88 cases for the year and we currently have 789 open cases.

Here is a breakdown of all the violations worked for the month.

	January 2020	Total 2020	January 2021	Total 2021
Other Nuisance	482	482	51	51
Rubbish	128	128	2	2
Structures	566	566	9	9
Tall Grass & Weeds	8	8	2	2
Trash & Debris	279	279	15	15
Vehicles	84	84	9	9

This shows a comparison between 2020 and 2021 of the total cases worked by each ward.

	January 2020	Total 2020	January 2021	Total 2021
Ward 1	1,152	1,152	28	28
Ward 2	97	97	15	15
Ward 3	115	115	9	9
Ward 4	34	34	11	11
Ward 5	128	128	17	17
Ward 6	21	21	8	8

For the total in the Tall Grass & Weeds we only count the one notice type.

For the total in the Rubbish we only count the one notice type.

For the total in the Trash & Debris we only count the one notice type.

For the total in the Other Nuisance we count thirty-two notice types; Alcoholic Beverages, Assistance to Another Officer, Beer License, Coin Amusement Devices, Collection/Donation Boxes-Debris, Collection/Donation Boxes-Maintenance, Collection/Donation Boxes-Registered, Computer Work, Family Amusement License, Garage Sale-Permit Required, Graffiti, Health License, Litter, Misc. Violation, Nuisance Yard, Personal Storage Units (Commercial), Personal Storage Units (Residential), PM-Sewer, PM-Utilities Required-Water, Polycarts, Pool and Billiard Halls, Sight Triangle, Solicitor-Permit Required, Sports Equipment, Temporary Signs, Thank You Cards, Trim Trees, Utilities Required-Sanitation, Zoning-Group Residential, Zoning-Merchandise For Sale, and Zoning-C-3.

For the total in the Structures we count thirteen notice types; Address Numbers, PM-Accessory Structure, PM-Blighting Influence, PM-Boarded Dwellings, PM-Condemned Structure, PM-Exterior Paint, PM-Garage Doors, PM-General Exterior, PM-Open and Unsecure, PM-Roofs & Drainage, PM-Stairways and Porches, PM-Swimming Pools, Spas & Hot Tubs, PM-Vacant (Dilapidated) Structures, and PM-Windows and Glazing.

For the total in the Vehicle we count four notice types; Commercial Soft Surface, Inoperative Vehicle, Parking or Storing Commercial Vehicles, and Soft Surface Parking.

Mike S. Stroh

Mike S. Stroh, Neighborhood Services Director



MUNICIPAL AUTHORITY AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

February 23, 2021 – 6:01 PM

Presiding Body: Mayor Matthew Dukes	City Staff:	
Ward 1 Susan Eads	Ward 4 Sean Reed	City Manager Tim Lyon
Ward 2 Pat Byrne	Ward 5 Christine Allen	City Clerk Sara Hancock
Ward 3 Española Bowen	Ward 6 Rick Favors	City Attorney Heather Poole

A. CALL TO ORDER.

B. CONSENT AGENDA. These items are placed on the Consent Agenda so the Trustees, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with the approval of all Trustees, or members of the audience wish to discuss an item, it will be removed and heard in a regular order.

1. Discussion and consideration to approve the minutes of the January 26, 2021 meeting, as submitted. (Secretary - S. Hancock)
2. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2020-2021, increase: Capital Drainage Fund, expenses/Drainage Improvements (72) \$3,372. Stormwater Quality Fund, expenses/Storm Water (61) \$3,869. Utility Services Fund, expenses/Utility Services (50) \$9,384. Sanitation Fund, expenses/Sanitation (41) \$15,002. Water Fund, expenses/Water (42) \$28,715. Wastewater Fund, expenses/Wastewater (43) \$34,144. Hotel/Conf. Center Ops Fund, Hotel/Conf Center (40) \$748. Golf Fund, expenses/John Conrad Regional Golf (47) \$4,257; expenses/Hidden Creek (47) \$885. Stormwater Quality Fund, expenses/Storm Water (61) \$487. Utility Services Fund, expenses/Utility Services (50) \$973. Sanitation Fund, expenses/Sanitation (41) \$1,825. Water Fund, expenses/Water (42) \$1,825. Wastewater Fund, expenses/Wastewater (43) \$3,528. Golf Fund, expenses/John Conrad Regional Golf (47) \$487. (Finance - Judy Siemens)
3. Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending January 31, 2021. (City Manager - T. Lyon)
4. Discussion and consideration of 1) acceptance of an Association of Central Oklahoma Governments Public Fleet Conversion grant in the amount of \$59,531.00; 2) approving and entering into a Public Fleet Conversion Grant Contract with ACOG to establish the terms and conditions of the grant for the provision of reimbursement of certain costs incurred for the purchase of (1) new, Compressed Natural Gas (CNG) truck and 3) authorization of the Mayor and/or City Manager to enter into the necessary contracts/agreements to implement the grant. (Public Works - P. Streets)

5. Discussion and consideration of awarding the bid and entering into a contract for 65 and 95 gallon Upright Refuse Containers with Sierra Container for \$42.64 and \$47.47 respectively. (Public Works - Paul Streets)

C. NEW BUSINESS/PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the Agenda is for members of the public to speak to the Authority on any Subject not scheduled on the Regular Agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.**

D. ADJOURNMENT.



CONSENT AGENDA



Notice for the Midwest City Municipal Authority meetings was filed for the calendar year with the City Clerk of Midwest City. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityokorg).

Midwest City Municipal Authority Minutes

January 26, 2021

This meeting was held in Midwest City Council Chambers at City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matthew Dukes called the meeting to order at 9:03 PM with the following members present: Trustees Susan Eads, Española Bowen, Sean Reed, Christine Allen, Rick Favors and Secretary Sara Hancock, City Attorney Heather Poole, and City Manager Tim Lyon. Absent: Pat Byrne.

CONSENT AGENDA. Allen made motion to approve the consent agenda, as submitted, and seconded by Favors. Voting Aye: Eads, Bowen, Reed, Allen, Favors and Chairman Dukes. Nay: None. Absent: Byrne. Motion carried.

1. Discussion and consideration to approve the minutes of the January 12, 2021 meeting, as submitted.
2. Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending December 31, 2020.

NEW BUSINESS/PUBLIC DISCUSSION. There was no new business or public discussion.

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 9:03 pm.

ATTEST:

Matthew D. Dukes II, Chairman

Sara Hancock, Secretary



Finance Department

100 N. Midwest Boulevard
Midwest City, OK 73110
cbarron@midwestcity.org
Office: 405-739-1245
www.midwestcityok.org

TO: Honorable Chairman and Trustees
Midwest City Municipal Authority

FROM: Judy Siemens, City Treasurer

DATE: February 23, 2021

SUBJECT: Discussion and consideration of supplemental budget adjustments to the following funds for FY 2020-2021, increase: Capital Drainage Fund, expenses/Drainage Improvements (72) \$3,372. Stormwater Quality Fund, expenses/Storm Water (61) \$3,869. Utility Services Fund, expenses/Utility Services (50) \$9,384. Sanitation Fund, expenses/Sanitation (41) \$15,002. Water Fund, expenses/Water (42) \$28,715. Wastewater Fund, expenses/Wastewater (43) \$34,144. Hotel/Conf. Center Ops Fund, Hotel/Conf Center (40) \$748. Golf Fund, expenses/John Conrad Regional Golf (47) \$4,257; expenses/Hidden Creek (47) \$885. Stormwater Quality Fund, expenses/Storm Water (61) \$487. Utility Services Fund, expenses/Utility Services (50) \$973. Sanitation Fund, expenses/Sanitation (41) \$1,825. Water Fund, expenses/Water (42) \$1,825. Wastewater Fund, expenses/Wastewater (43) \$3,528. Golf Fund, expenses/John Conrad Regional Golf (47) \$487.

The first through eighth supplements are needed to increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting. The ninth through fourteenth supplements are needed to increase budget for payroll expenses related to Covid vaccine incentive.

Judy Siemens

Judy Siemens
City Treasurer

SUPPLEMENTS

February 23, 2021

Fund CAPITAL DRAINAGE (060)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
72	Drainage Improvements			3,372	
		<u>0</u>	<u>0</u>	<u>3,372</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund STORMWATER QUALITY (061)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
61	Storm Water			3,869	
		<u>0</u>	<u>0</u>	<u>3,869</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund UTILITY SERVICES (187)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
50	Utility Services			9,384	
		<u>0</u>	<u>0</u>	<u>9,384</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund SANITATION (190)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
41	Sanitation			15,002	
		<u>0</u>	<u>0</u>	<u>15,002</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

SUPPLEMENTS

February 23, 2021

Fund WATER (191)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
42	Water			28,715	
		<u>0</u>	<u>0</u>	<u>28,715</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund WASTEWATER (192)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
43	Wastewater			34,144	
		<u>0</u>	<u>0</u>	<u>34,144</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund HOTEL/CONF. CENTER OPS (195)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
40	Hotel/Conf Center			748	
		<u>0</u>	<u>0</u>	<u>748</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund GOLF (197)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
47	JC Regional Golf			4,257	
48	Hidden Creek			885	
		<u>0</u>	<u>0</u>	<u>5,142</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

SUPPLEMENTS

February 23, 2021

Fund STORMWATER QUALITY (061)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
61	Storm Water			487	
		0	0	487	0

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund UTILITY SERVICES (187)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
50	Utility Services			973	
		0	0	973	0

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund SANITATION (190)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
41	Sanitation			1,825	
		0	0	1,825	0

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

Fund WATER (191)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
42	Water			1,825	
		0	0	1,825	0

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.

SUPPLEMENTS

February 23, 2021

Fund WASTEWATER (192)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
<u>Dept Number</u>	<u>Department Name</u>	<u>Estimated Revenue</u>		<u>Budget Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
43	Wastewater			3,528	
		<u>0</u>	<u>0</u>	<u>3,528</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.					

Fund GOLF (197)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
<u>Dept Number</u>	<u>Department Name</u>	<u>Estimated Revenue</u>		<u>Budget Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
47	JC Regional Golf			487	
		<u>0</u>	<u>0</u>	<u>487</u>	<u>0</u>
Explanation: To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.					



THE CITY OF
MIDWEST CITY

MEMORANDUM

TO: Honorable Chairman and Trustees
Midwest City Municipal Authority

FROM: Tim Lyon, City Manager

DATE: February 23, 2021

RE: Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending January 31, 2021.

This item is on the agenda at the request of the Authority. Attached to this memorandum is information concerning the status of the Sheraton Midwest City Hotel at the Reed Center.

Any time you have a question concerning the conference center and hotel, please feel free to contact me at 739-1201.

Tim L. Lyon

Tim Lyon
City Manager

Attachment (1)

SHERATON MIDWEST CITY HOTEL AT THE REED CENTER

Fiscal Year 2020-2021	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Revenue												
Budgeted (MTD)	343,261	453,583	525,877	507,546	455,087	297,747	227,478					
Actual (MTD)	209,220	96,171	166,050	141,030	196,284	98,762	110,610					
Budgeted (YTD)	343,261	796,844	1,322,721	1,830,267	2,285,354	2,583,101	2,810,579					
Actual (YTD)	209,220	305,391	471,441	612,471	808,756	907,517	1,018,127					
Expenses												
Budgeted (MTD)	402,630	455,299	469,746	481,160	435,035	370,311	312,141					
Actual (MTD)	206,494	166,450	189,154	173,890	187,703	140,339	168,038					
Budgeted (YTD)	402,630	857,929	1,327,675	1,808,835	2,243,910	2,614,221	2,926,362					
Actual (YTD)	206,494	372,944	562,098	735,987	923,690	1,064,029	1,232,066					
Revenue vs. Expenses												
Budgeted (MTD)	(59,369)	(1,716)	56,131	26,386	20,912	(72,564)	(84,663)					
Actual (MTD)	2,726	(68,563)	(23,104)	(32,859)	8,582	(41,577)	(57,428)					
Budgeted (YTD)	(59,369)	(61,085)	(4,954)	21,432	41,444	(31,120)	(115,783)					
Actual (YTD)	2,726	(67,553)	(90,657)	(123,516)	(114,935)	(156,511)	(213,939)					
Key Indicators												
Hotel Room Revenue	168,157	71,699	112,527	109,674	152,555	80,762	105,766					
Food and Banquet Revenue	35,006	17,406	42,681	26,967	42,673	10,407	2,056					

Fiscal Year 2019-2020	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Revenue												
Budgeted (MTD)	372,710	481,117	410,780	576,778	455,277	300,346	214,831	385,403	579,251	504,981	450,566	500,520
Actual (MTD)	299,162	477,929	466,117	476,300	456,684	291,649	223,347	367,534	351,603	23,119	85,751	163,728
Budgeted (YTD)	372,710	853,827	1,264,677	1,841,348	2,296,625	2,596,971	2,811,802	3,197,205	3,776,456	4,281,437	4,732,003	5,232,523
Actual (YTD)	299,162	777,091	1,243,207	1,719,507	2,176,191	2,467,840	2,691,187	3,058,721	3,410,324	3,433,443	3,519,194	3,682,922
Expenses												
Budgeted (MTD)	389,068	464,352	422,790	486,888	449,400	360,787	341,646	383,600	513,820	454,826	426,083	459,919
Actual (MTD)	386,683	443,824	431,992	432,531	395,742	366,076	320,630	361,002	320,485	112,894	115,303	168,448
Budgeted (YTD)	389,068	853,420	1,276,210	1,786,169	2,235,569	2,596,356	2,938,002	3,321,602	3,835,422	4,290,248	4,716,331	5,176,250
Actual (YTD)	386,683	830,507	1,262,499	1,714,217	2,109,959	2,476,035	2,796,665	3,157,667	3,478,152	3,591,046	3,706,350	3,874,797
Revenue vs. Expenses												
Budgeted (MTD)	(16,358)	16,765	(12,040)	66,812	5,877	(60,441)	(126,815)	1,803	65,431	50,155	24,483	40,601
Actual (MTD)	(87,521)	34,105	34,125	24,582	60,941	(74,426)	(97,283)	6,532	31,118	(89,775)	(29,552)	(4,719)
Budgeted (YTD)	(16,358)	407	(11,633)	55,179	61,056	615	(126,200)	(124,397)	(58,966)	(8,811)	15,672	56,273
Actual (YTD)	(87,521)	(53,416)	(19,291)	5,290	66,232	(8,195)	(105,478)	(98,946)	(67,828)	(157,603)	(187,155)	(191,875)



Public Works Administration

8730 S.E. 15th Street,
Midwest City, Oklahoma 73110

Public Works Director

pstreets@midwestcityok.org

(405) 739-1061

Public Works City Engineer

pmenefee@midwestcityok.org

(405) 739-1062

www.midwestcityok.org

Memorandum

To: Honorable Chairman and Trustees

From: R. Paul Streets, Public Works Director

Date: February 23, 2021

Subject: Discussion and consideration of 1) acceptance of an Association of Central Oklahoma Governments Public Fleet Conversion grant in the amount of \$59,531.00; 2) approving and entering into a Public Fleet Conversion Grant Contract with ACOG to establish the terms and conditions of the grant for the provision of reimbursement of certain costs incurred for the purchase of (1) new, Compressed Natural Gas (CNG) truck and 3) authorization of the Mayor and/or City Manager to enter into the necessary contracts/agreements to implement the grant.

The City of Midwest City applied for a Public Fleet Conversion Grant from the Association of Central Oklahoma Governments for the purchase of one (1) new, compressed natural gas (CNG) trash truck. The intention of these grant funds is to seed the advancement of alternative fuel technology, as delineated by the Federal Highway Administration's Congestion Mitigation Air Quality in support of the Clean Air Act.

The funds will be used to defray expenses related to the purchase of:

- CNG Conversion

As fiscal agent, the city will establish and maintain an account for the contract amount, will process invoices for payment, and will invoice the Association of Central Oklahoma Governments for reimbursement, along with the other oversight activities. The total estimated cost of the project is \$59,531.00.

Action is at the discretion of the Chairman and Trustees.

Respectfully,

R. Paul Streets
Public Works Director

Attached: Public Fleet Conversion Grant Contract

Grant #: R1-2021 City of Midwest City

**PUBLIC FLEET CONVERSION GRANT CONTRACT
BETWEEN THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
AND
The City of Midwest City**

This Grant Contract, by and between the Association of Central Oklahoma Governments, hereinafter referred to as "ACOG" and the City of Midwest City, Okla., hereinafter referred to as the "Grantee," is for the provision of reimbursement of certain costs incurred for the purchase of one (1) Compressed Natural Gas trash truck as further defined in the "SCOPE OF SERVICES."

Amount of Grant not to exceed: Fifty-nine thousand five hundred thirty-one dollars. (\$59,531.00)

Grantee Federal Employer Identification: 73-6027530

A. SCOPE OF SERVICES

A.1. The Grantee shall provide all services and deliverables as required, described, and detailed by this Scope of Services and shall meet all service and delivery timelines specified in the Scope of Services section or elsewhere in this Grant Contract.

A.2. The intention of ACOG in awarding these grant funds is to seed the advancement of alternative fuel vehicles, certain hybrid vehicles, and alternative fuel infrastructure as delineated by the Federal Highway Administration's Congestion Mitigation Air Quality funding guidelines within the Central Oklahoma region to reduce vehicle emissions and to support the Clean Air Act and its amendments. *The State of Oklahoma considers ACOG a subrecipient of the federal funds it receives as reimbursement under this agreement. The Catalog of Federal Domestic Assistance (CFDA) number for this project is 20.205, title Highway Planning and Construction.*

A.2.a. Grantee agrees that all equipment, parts, vehicles purchased with ACOG Public Fleet Conversion Grants funds, hereinafter referred to as "ACOG CLEAN AIR Public Fleet Grants," will be new and unused.

A.2.b. Funds are intended to defray costs related to the purchase of *one (1) Compressed Natural Gas trash truck*. Grantee will remove from the fleet, one vehicle further described below and will provide ACOG a bill of sale, receipt of scrappage or other like documents as proof of removal of these vehicles. Vehicles identified for removal from fleet include:

One (1) Class 8 Diesel-Vin# 3BPZL00X1AF720003

A.2.c. Except for circumstances described in Section D.8., Grantee agrees that any and all liability of any kind stemming from the purchase and use of these vehicles, or equipment, remains with and will be the sole responsibility of the Grantee.

A.2.d. Grantee shall be solely responsible for all ongoing maintenance of the vehicle(s) or equipment.

A.2.e. Grantee will prominently and visibly mark all ACOG CLEAN AIR Public Fleet Grants-funded vehicles, fueling or charging station(s) in such a way that promotes alternative fuels or clean fuel vehicle technology, and clean air. Acceptable station signage shall include station banners, flags,

marquees, pump toppers and pump wraps or other prominent pump signage. Acceptable vehicle signage shall include vehicle wraps or partial wraps, prominent slogans affixed to the vehicles, and the like. This signage shall remain affixed to fuel dispensers, and vehicles until the grant-funded equipment and/or vehicles are retired from Grantee's fleet service.

A.2.f. Grantee will visibly and distinctly label all ACOG CLEAN AIR Public Fleet Grants-funded vehicles with the following: "**Funded in partnership with ACOG**" or "Funded in Partnership with ACOG logo."

A.2.g. Grantee will visibly and distinctly label all ACOG CLEAN AIR Public Fleet Grants-funded *infrastructure* project with the following: **CLEAN AIR Fueling Project funded in partnership with the Association of Central Oklahoma Governments** or **CLEAN AIR Fueling Facility funded in partnership with the Association of Central Oklahoma Governments**.

A.3. **Progress Reports:** Grantee shall provide to ACOG quarterly progress reports once the contract has been executed and a notice to proceed is issued. The quarterly reports should consist of a short summary of the status of the project and any issues that may have come up.

A.3.a. **Project Completion:** Once the project is operational/complete the grantee will provide ACOG notification that the project is operational/complete to ensure the tracking of annual reporting. Any missing quarterly reports or the notification that the project is operational/complete will delay the process of reimbursement.

A.4. **Annual Reports:** Grantee shall provide to ACOG a minimum of four (4) annual reports covering 12 full months of project operation. These reports are due each year after the project is complete and additional reporting should occur each year after on this date. The maximum number of required annual reports period shall not exceed five (5) years. Missing or late annual reports will delay the process of reimbursement.

A.4.a. **Annual Reports for vehicle projects** shall include annual odometer readings, annual fuel consumption records, any maintenance or repair records and costs other than normal, routine vehicle maintenance associated with each vehicle purchased with ACOG CLEAN AIR Public Fleet Grants funds.

A.4. b. **Annual reports for fueling/charging infrastructure projects** shall include the amount of fuel(s) dispensed at the station(s), the number of grantee owned vehicles refueling at the station(s), maintenance and repair records and written documentation of all other cost associated with the station equipment and installation purchase with ACOG CLEAN AIR Public Fleet Grants funds.

B. GRANT CONTRACT TERMS

B.1. ACOG shall have no obligation for costs incurred by the Grantee outside the period commencing the date of the notice to proceed.

B.2. Reporting requirements as described in Sections A.4.,A.4.a A.4.b. of this Grant Contract shall be effective for the period commencing from the date of the notification to proceed from ACOG and ending no later than five years after project completion, herein after to as Part II of Contract terms.

C. PAYMENT TERMS AND CONDITIONS

C.1. **Limitation of Liability:** In no event shall the maximum liability of ACOG under this Grant Contract exceed; Fifty-nine thousand five hundred and thirty-one dollars (\$59,531).

C.2. **Payment Methodology:** The Grantee shall be reimbursed for Allowable Costs related to the purchase of one (1) Compressed Natural Gas trash collector/grapple truck as described in Section A.2.b., not to exceed the maximum liability established in Section C.1.

C.2.a. Allowable Costs are further defined as excluding any expenses such as personnel cost, land acquisition costs, administrative and legal expenses, appraisals, architectural and engineering fees, project inspection fees, site work, demolition and removal.

C.2.b. The grantee shall submit invoices accompanied by a bill of sale, retail sales order or other documentation as further described in Sections C.3.a through C.3.d, **within 30 days of project completion.**

C.2.c. The Association of Central Oklahoma Governments (ACOG) allows awarded FY-21 Congestion Mitigation Air Quality (CMAQ) funding to be used as cost share for projects awarded through Volkswagen (VW) Settlement funding. VW Settlement funding is not considered federal funding and is allowable under this grant program.

C.3. **Invoice Requirements:** Grantee shall invoice ACOG with all necessary and supporting supporting documentation, to:

ACOG
Attention: Eric Pollard, Air Quality and Clean Cities Coordinator
4205 North Lincoln Blvd.
Oklahoma City, Oklahoma 73105
Telephone: 405-778-6175
Email: EPollard@acogok.org
AHankins@acogok.org

C.3.a. Each invoice shall clearly and accurately detail the following required information:

- (1) Invoice/Reference Number (assigned by the Grantee);
- (2) Invoice Date;
- (3) Grant Contract Number (assigned by ACOG to this Grant Contract);
- (4) Grantee Name;
- (5) Grantee Federal Employer Identification Number (as referenced in this Grant Contract) **& CFDA 20.205**
- (6) Grantee Remittance Address;
- (7) Grantee Contact (name, phone, and/or email for the individual to contact with invoice questions);
- (8) Complete Itemization of Reimbursement Requested which shall include Documentation of Paid Expenses and shall include each of the following:

An Itemized Bill of Sale or sales order for each vehicle purchased, including VIN number.

An Itemized Bill of Sale or sales order for each vehicle conversion, upfit, and/or engine repower to include separate line itemizations for the following:

1. Labor costs
 2. Cost of each alternative fuel system equipment package (exclusive of fuel tanks)
 3. Itemized Bill of Sale or sales order for all fueling infrastructure storage and dispensing equipment
 4. Total Reimbursement Amount Requested
- C.3.b. Each invoice shall be accompanied by a copy of the EPA emissions certification for each conversion, upfit, and/or engine repower unless the engine is EPA certified.
- C.3.c. Each invoice shall be accompanied by proof of removal from fleet and/or scrappage of vehicle(s), as applicable. Documentation for the vehicle listed in the contract for removal will include the VIN number of any/all vehicles scrapped.
- C.3.d. Each invoice shall be accompanied by a digital photo file(s) of the project displaying required labeling and signage promoting alternative fuels or clean fuel vehicle technology, and clean air.
- C.4. The Grantee understands and agrees that an invoice to ACOG under this Grant Contract shall include only reimbursement requests for actual expenditures as described in Section A.2.b. and Sections C.2., C.2.a., C.2.b. of this Grant Contract subject to the liability limits of the Grant Award as described in Section C.1.
- C.4.a. All invoices for reimbursement must be received by ACOG no later than August 1, 2022 to include only expenses incurred during the period delineated as Part I of Contract Terms.
- C.4.b. The Grantee's failure to provide an invoice to ACOG by August 1, 2022 as required, shall result in the Grantee being deemed ineligible for reimbursement under this Grant Contract, and any and all financial and legal liabilities related to the awarded project shall be upon the Grantee and not the responsibility or liability of ACOG.
- C.5. **Payment of Invoice:** ACOG shall, within 90 days of receipt of invoice for eligible expenses relating to the purchase of vehicles, equipment, materials, labor and installation, review and process invoice as well as request reimbursement from ODOT for grantee's expenditures. Once ODOT has provided reimbursement for grantee's expenditures ACOG will issue payment to grantee.
- C.6. **Unallowable Costs:** The Grantee's invoice shall be subject to reduction for amounts included in any invoice which are determined by ACOG, on the basis of the terms of this Grant Contract and stated intent of the Grant Award, not to constitute allowable costs.

D. STANDARD TERMS AND CONDITIONS

- D.1. Required Approvals: ACOG is not bound by this Grant Contract until it is approved by the appropriate government entity legal signatory in accordance with applicable laws and regulations.
- D.2. Notice to Proceed: Reimbursable costs cannot be incurred until Grant Contract is executed and a letter of Notice to Proceed is issued to Grantee.

- D.3. Modification and Amendment: This Grant Contract may be modified only by a written amendment executed by all parties hereto and approved by ACOG.
- D.4. Termination for Cause: If the Grantee fails to properly perform its obligations under this Grant Contract in a timely or proper manner, or if the Grantee violates any terms of this Grant Contract, ACOG shall have the right to terminate the Grant Contract and withhold any and all award funds for reimbursement regardless of any financial liability for equipment or services incurred by the Grantee. Notwithstanding the above, the Grantee shall not be relieved of liability to ACOG for damages sustained by virtue of any breach of this Grant Contract by the Grantee.
- D.5. Records: The Grantee shall maintain documentation for all purchases and installations under this Contract. The books, records, and documents of the Grantee, insofar as they relate to money received under this Contract, shall be maintained for a period of three (3) full years **from the date of the final report** and shall be subject to audit at any reasonable time and upon reasonable notice by ACOG, the Oklahoma Department of Transportation and/or Federal Highway Administration, the Oklahoma State Auditor and Inspector, or their duly appointed representatives.
- D.6. Progress Reports: The Grantee shall submit brief, quarterly progress reports, as described in Section A.3., to ACOG in addition to annual reports as described in Sections A.4 through A.4.b.
- D.7. ACOG Liability: ACOG shall have no liability except as specifically provided in this Grant Contract.
- D.8. Force Majeure: The obligations of the parties to this Grant Contract are subject to prevention by causes beyond the parties' control that could not be avoided by the exercise of due care including, but not limited to, acts of God, riots, wars, epidemics or any other similar cause.
- D.9. State and Federal Compliance: The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Contract.
- D.10. Governing Law: This Grant Contract shall be governed by and construed in accordance with the laws of the State of Oklahoma.
- D.11. Completeness: This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and discussions between the parties relating hereto, whether written or oral.
- D.12. Severability: If any terms and conditions of this Grant Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Grant Contract are declared severable.

E. SPECIAL TERMS AND CONDITIONS

- E.1. Conflicting Terms and Conditions: Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Contract, these special terms and conditions shall control.
- E.2. Communications and Contacts: All instructions, notices, consents, demands, or other

communications required or contemplated by this Grant Contract shall be in writing and shall be made by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by EMAIL or facsimile transmission with recipient confirmation. Any such communications, regardless of method of transmission, shall be addressed to the respective party at the appropriate mailing address, facsimile number, or EMAIL address as set forth below or to that of such other party or address, as may be hereafter specified by written notice.

ACOG:

Eric Pollard, Air Quality and Clean Cities Coordinator
4205 North Lincoln Blvd.
Oklahoma City, Oklahoma 73105
405-234-2264

Grantee:

Craig Davis
Transportation Manager
Fleet Services Department
The City of Midwest City
8730 SE 15th
Midwest City, OK 73110
(405) 739-1035

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- E.3. Hold Harmless: To the extent that Oklahoma law permits, the Grantee agrees to hold harmless ACOG as well as its officers, agents, and employees from and against any and all claims, liabilities, losses, and causes of action which may arise, accrue, or result to any person, firm, corporation, or other entity which may be injured or damaged as a result of acts, omissions, or negligence on the part of the Grantee, its employees, or any person acting for or on its or their behalf relating to this Grant Contract. The Grantee further agrees it shall be liable for the reasonable cost of attorneys for ACOG in the event such service is necessitated to enforce the terms of this Grant Contract or otherwise enforce the obligations of the Grantee to ACOG.

Likewise, ACOG agrees to hold harmless Grantee as well as its officers, agents, and employees from and against any and all claims, liabilities, losses, and causes of action which may arise, accrue, or result to any person, firm, corporation, or other entity which may be injured or damaged as a result of acts, omissions, or negligence on the part of ACOG, its employees, or any person acting for or on its or their behalf relating to this Grant Contract. ACOG further agrees it shall be liable for the reasonable cost of attorneys for Grantee in the event such service is necessitated to enforce the terms of this Grant Contract or otherwise enforce the obligations of ACOG to Grantee.

In the event of any such suit or claim, the Grantee shall give ACOG immediate notice thereof and shall provide all assistance required by ACOG in ACOG's defense. ACOG shall give the Grantee written notice of any such claim or suit, and the Grantee shall have full right and obligation to conduct the Grantee's own defense thereof. Nothing contained herein shall be deemed to accord to the Grantee, through its attorney(s), the right to represent ACOG in any legal matter.

IN WITNESS WHEREOF:

Grantee Legal Entity Name

Signature of Authorized Official

Date

Printed Name and Title of Authorized Official

Mark W. Sweeney, AICP, Executive Director
Association of Central Oklahoma Governments

Date



Public Works Administration

8730 S.E. 15th Street,
Midwest City, Oklahoma 73110

Public Works Director

pstreets@midwestcityok.org

(405) 739-1061

Public Works City Engineer

pmenefee@midwestcityok.org

(405) 739-1062

www.midwestcityok.org

Memorandum

To: Honorable Chairman and Trustees

From: R. Paul Streets, Public Works Director

Date: February 23, 2021

Subject: Discussion and consideration of awarding the bid and entering into a contract for 65 and 95 gallon Upright Refuse Containers with Sierra Container for \$42.64 and \$47.47 respectively.

On January 26, 2021 at 2:00 PM, bids were opened for 65 and 95 gallon upright refuse containers. Five vendors responded to the Request for Proposals (RFP). After reviewing the bid documents provided, staff recommends awarding the contract to Sierra Container, as the best and most responsible bid. The costs are: \$42.64 for the 65 gallon cart and \$47.75 for the 95 gallon cart. Sierra offers the following distinct advantages over the other vendors who submitted bids:

- Sierra manufactures carts from a 100% prime virgin resin which results in a stronger cart.
- The educational information regarding five feet of separation between objects or other carts will be a permanent part of the lid at no additional cost.
- Sierra Container does not require that we store a minimum number of warranty carts before requesting or shipping replacements.
- All damaged carts that are warrantied can be recycled locally instead of shipping them back to the manufacturer.

Funds for this contract have been allocated and are available for disbursement in the Solid Waste budget for fiscal year 2020-21 in the amount of \$22,293.42.

Action is at the discretion of the Chairman and Trustees.

Respectfully,

R. Paul Streets
Public Works Director

Attached: Bid Tab

Bid Tab
New 65 and 95 Gallon Upright Wheel Refuse Containers
1/26/21

<u>VENDOR</u>	<u>BID AMOUNT</u>		<u>PARTS LIST</u>
	<u>65 Gallon</u>	<u>95 Gallon</u>	
Rehrig Pacific Co.	\$42.50	\$47.50	X
Sierra Container	\$42.64	\$47.75	X
Toter, LLC	\$43.96	\$49.96	X
Otto Enviornmental	\$44.08	\$48.24	X
Schafer Systems	\$46.75	\$50.25	X



NEW BUSINESS/
PUBLIC DISCUSSION





MEMORIAL HOSPITAL AUTHORITY AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

February 23, 2021 – 6:02 PM

Presiding Body: Mayor Matthew Dukes

Ward 1 Susan Eads

Ward 2 Pat Byrne

Ward 3 Española Bowen

Ward 4 Sean Reed

Ward 5 Christine Allen

Ward 6 Rick Favors

City Staff:

City Manager Tim Lyon

City Clerk Sara Hancock

City Attorney Heather Poole

A. CALL TO ORDER.

B. DISCUSSION ITEMS.

1. Discussion and consideration to approve the minutes of the January 26, 2021 meeting, as submitted. (Secretary - S. Hancock)

2. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2020-2021, increase: Hospital Authority Fund, expenses/Hospital Authority (90) \$2,744. Hospital Authority Fund, expenses/Hospital Authority (90) \$122. (Finance - Judy Siemens)

3. Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives. (Finance - J. Siemens)

C. NEW BUSINESS/PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the Agenda is for members of the public to speak to the Authority on any Subject not scheduled on the Regular Agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.**

D. EXECUTIVE SESSION.

1. Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307(C)(11), to confer on matters pertaining to economic development, including the transfer of property, financing or the creation of a proposal to entice a business to remain or to locate within the City, and 2) in open session, authorizing the general manager/administrator to take action as appropriate based on the discussion in executive session. (City Manager - T. Lyon)

E. ADJOURNMENT.



DISCUSSION ITEMS



Notice for the Midwest Memorial Hospital Authority meetings was filed for the calendar year with the City Clerk of Midwest City. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityokorg).

Midwest City Memorial Hospital Authority Minutes

January 26, 2021

This meeting was held in the Midwest City Chambers at City Hall, 100 N Midwest Blvd, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matthew Dukes called the meeting to order at 9:03 PM with following members present: Trustees Susan Eads, Española Bowen, Sean Reed, Christine Allen, Rick Favors with Secretary Sara Hancock, City Attorney Heather Poole, and City Manager Tim Lyon. Absent: Pat Byrne.

CONSENT AGENDA. Allen made motion to approve the consent agenda, as submitted, seconded by Favors. Voting aye: Eads, Bowen, Reed, Allen, Favors, and Chairman Dukes. Nay: None. Absent: Byrne. Motion passed.

1. Discussion and consideration to approve the minutes of the January 5, 2021 special meeting, as submitted.
2. Discussion and consideration to approve the minutes of the January 12, 2021 meeting, as submitted.

DISCUSSION ITEMS.

1. **Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives.** No Action Needed.
2. **Discussion and consideration of approving and entering into an engagement letter with Grant Thornton, LLP to perform a GAAP audit for the calendar year ending December 31, 2020 for STC II, LLC in an amount not to exceed \$28,100, plus 7% administrative fee of \$1,967, and authorizing the city manager and/or finance director to act on behalf of the Authority during the audit to provide information, oversee the audit process and make determinations as required.** Reed made motion to approve, as submitted, seconded by Eads. Voting aye: Eads, Bowen, Reed, Allen, Favors, and Chairman Dukes. Nay: None. Absent: Byrne. Motion carried.
3. **Discussion and consideration to authorize Savory Development, L.L.C. to submit construction documents and a building permit application for Lots 8 – 10, Block 1, Replat of Atkinson Heights Addition (a/k/a 2500 S Air Depot BL) on behalf of the Midwest City Memorial Hospital Authority.** Coleman addressed the council. Reed made motion to authorize, as submitted, seconded by Allen. Voting aye: Eads, Bowen, Reed, Allen, Favors, and Chairman Dukes. Nay: None. Absent: Byrne. Motion passed.

NEW BUSINESS/PUBLIC DISCUSSION. There was no new business or public discussion.

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 9:05 PM.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary



Midwest City Memorial Hospital Authority

100 North Midwest Boulevard
Midwest City, Oklahoma 73110
(405) 739-1207 Fax (405) 739-1208 TDD (405) 739-1359

MEMORANDUM

TO: Honorable Chairman and Trustees

FROM: Judy Siemens, City Treasurer

DATE: February 23, 2021

SUBJECT: Discussion and consideration of supplemental budget adjustments to the following fund for FY 2020-2021, increase: Hospital Authority Fund, expenses/Hospital Authority (90) \$2,744. Hospital Authority Fund, expenses/Hospital Authority (90) \$122.

The first supplement is needed to budget payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting. The second supplement is needed to budget payroll expenses related to Covid vaccine incentive.

Judy Siemens

Judy Siemens
City Treasurer

SUPPLEMENTS

February 23, 2021

Fund HOSPITAL AUTHORITY (425)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
90	Hospital Authority			2,744	
		<u>0</u>	<u>0</u>	<u>2,744</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund HOSPITAL AUTHORITY (425)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
90	Hospital Authority			122	
		<u>0</u>	<u>0</u>	<u>122</u>	<u>0</u>

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.



Midwest City Memorial Hospital Authority
100 North Midwest Boulevard
Midwest City, Oklahoma 73110
Office (405) 739-1201
www.midwestcityok.org

MEMORANDUM

To: Honorable Chairman and Trustees

From: Judy Siemens, City Treasurer

Date: February 23, 2021

Subject: Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives.

Jim Garrels, President, Fiduciary Capital Advisors, asked staff to put this item on each agenda in the event the Hospital Authority's investments need to be reallocated, an investment fund manager needs to be changed or changes need to be made to the Statement of Investment Policy on short notice.

Action is at the discretion of the Authority.

Judy Siemens, Treasurer



NEW BUSINESS/
PUBLIC DISCUSSION





EXECUTIVE SESSION





City Manager

100 N. Midwest Boulevard
Midwest City, OK 73110
tlyon@midwestcityok.org
Office: 405.739.1201
www.midwestcityok.org

MEMORANDUM

TO: Honorable Chairman and Trustees

FROM: Tim Lyon, City Manager

DATE: February 23, 2021

SUBJECT: Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307(C)(11), to confer on matters pertaining to economic development, including the transfer of property, financing or the creation of a proposal to entice a business to remain or to locate within the City, and 2) in open session, authorizing the general manager/administrator to take action as appropriate based on the discussion in executive session.

Appropriate information will be dispersed during the meeting. Action is at the Council's discretion.

Tim Lyon, City Manager



SPECIAL ECONOMIC DEVELOPMENT AUTHORITY AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

February 23, 2021 – 6:03 PM

Presiding Body: Mayor Matthew Dukes

Ward 1 Susan Eads

Ward 2 Pat Byrne

Ward 3 Española Bowen

Ward 4 Sean Reed

Ward 5 Christine Allen

Ward 6 Rick Favors

City Staff:

City Manager Tim Lyon

City Clerk Sara Hancock

City Attorney Heather Poole

A. CALL TO ORDER.

B. CONSENT AGENDA.

1. Discussion and consideration to approve the minutes of the January 26, 2021 special meeting, as submitted. (Secretary - S. Hancock)

2. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2020-2021, increase: Economic Development Authority Fund, expenses / Economic Dev Auth (95) \$1,232. Economic Development Authority Fund, expenses / Economic Dev Auth (95) \$122. (Finance - Judy Siemens)

C. NEW BUSINESS/PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the Agenda is for members of the public to speak to the Authority on any Subject not scheduled on the Regular Agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.**

D. ADJOURNMENT.

Notice for the Midwest City Economic Development Authority special meeting was filed for the with the City Clerk of Midwest City atleast 48 hours prior to the meeting. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityokorg).

Midwest City Economic Development Authority
Special Meeting Minutes

January 26, 2021

This meeting was held in the Midwest City Chambers at City Hall, 100 N Midwest Blvd, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matthew Dukes called the meeting to order at 9:06 PM with following members present: Trustees Susan Eads, Española Bowen, Sean Reed, Christine Allen, Rick Favors with Secretary Sara Hancock, City Attorney Heather Poole, and City Manager Tim Lyon. Absent: Pat Byrne.

DISCUSSION ITEMS.

1. **Discussion and consideration to approve the minutes of the November 10, 2020 special meeting, as submitted.** Reed made motion to approve the minutes, as submitted, seconded by Eads. Voting aye: Eads, Bowen, Reed, Allen, Favors, and Chairman Dukes. Nay: None. Absent: Byrne. Motion carried.

2. **Discussion and consideration of approving and entering into engagement letters with Grant Thornton, LLP to perform GAAP audits for the calendar year ending December 31, 2020 for 1) Sooner Town Center (STC), LLC and STC Lowe's, LLC in an amount not to exceed \$46,600, plus 7% administrative fee of \$3,262; and 2) STC II, LLC in an amount not to exceed \$28,100, plus 7% administrative fee of \$1,967; and 3) authorizing the city manager and/or finance director to act on behalf of the Authority during the audits to provide information, oversee the audit process and make determinations as required.** . Reed made motion to approve, as submitted, seconded by Eads. Voting aye: Eads, Bowen, Reed, Allen, Favors, and Chairman Dukes. Nay: None. Absent: Byrne. Motion carried.

PUBLIC DISCUSSION. There was no public discussion.

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 9:07 PM.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary



Finance Department

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TO: Honorable Chairman and Trustees
Economic Development Authority

FROM: Judy Siemens, City Treasurer

DATE: February 23, 2021

SUBJECT: Discussion and consideration of supplemental budget adjustments to the following fund for FY 2020-2021, increase: Economic Development Authority Fund, expenses/Economic Dev Auth (95) \$1,232. Economic Development Authority Fund, expenses/Economic Dev Auth (95) \$122.

The first supplement is needed to budget payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting. The second supplement is needed to budget payroll expenses related to Covid vaccine incentive.

Judy Siemens
City Treasurer

SUPPLEMENTS

February 23, 2021

Fund ECONOMIC DEVELOPMENT AUTHORITY (353)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
95	Economic Dev Authority			1,232	
		0	0	1,232	0

Explanation:
To increase budget for payroll expenses related to 3% COLA that was passed on 1/26/2021 Council Meeting.

Fund ECONOMIC DEVELOPMENT AUTHORITY (353)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
95	Economic Dev Authority			122	
		0	0	122	0

Explanation:
To increase budget for payroll expenses related to Covid vaccine incentive. Funding to come from fund balance.