



CITY OF MIDWEST CITY MEETINGS

FOR APRIL 27, 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).

Thank you for helping us keep our community safe.





CITY COUNCIL AGENDA

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

April 27, 2021 – 6:00 PM

Presiding members: Mayor Matt Dukes

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

Assistant City Attorney Vicki Floyd

A. CALL TO ORDER.

B. OPENING BUSINESS.

- Invocation by Vaughn Sullivan
- Pledge of Allegiance by Carl Albert High School Jr. ROTC Cadets
- Community-related announcements and comments
- Mayoral Proclamations: Retiree Randy Sherman, Clay Franklin Appreciation, Fair Housing Month, Telecommunicator Recognition, Kids to Park Day, and Compost Awareness Week

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 March 23, 2021 meeting, as submitted. (City Clerk - S. Hancock)
2. Discussion and consideration of approving the minutes of the special meeting of April 15, 2021, as submitted. (City Clerk - S. Hancock)
3. Discussion and consideration of accepting the City Manager's Report for the month of March 2021. (Finance - T. Cromar)
4. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2020-2021, increase: Grant Funds, revenue/Intergovernmental (64) \$15,350; expenditures/Fire (64) \$15,350. G.O. Debt Services Fund, revenue/Taxes (00) \$150,125; expenditures/Debt Service (00) \$150,125. Grant Funds, revenue/ Intergovernmental (21) \$20,000; expenditures/Transfers Out (21) \$20,000. Emergency Operations Fund, revenue/Transfers In (00) \$20,000. Sales Tax Capital Improvement Fund, expenditures/Transfers Out (00) \$1,067,731. Capital Improvement Revenue Bond Fund, revenue/Transfers In (00) \$1,503,978; expenditures/Transfers Out (00) \$1,503,978. Capital Improvement Revenue Bond Fund, revenue/Transfers In (00) \$689,997; decrease: Capital Improvement Revenue Bond Fund, revenue/Transfers In (00) \$689,997. Sewer Construction Fund, expenditures/Transfers Out (46) \$689,997. Increase: Capital Improvements Fund, revenue/Transfers In (00) \$377,734.

4. Continued. General Fund, revenue/Transfer In (00) \$1,503,978; expenditures/Transfers Out (00) \$1,503,978. Decrease: Sales Tax Capital Improvement Fund, expenditures /Debt Service (00) \$4,532. Increase: Capital Improvement Revenue Bond Fund, expenditures/Debt Service (00) \$251,550. (Finance - T. Cromar)
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 and consideration of the health premiums for the fiscal year 2021-2022 in amounts necessary to cover the projected expenditures and for the Employee Health Plan to be actuarially sound, and the adoption of the Employee Life and Health Committee recommendations for the Health Plan. (Human Resources - T. Bradley)
7. Discussion and consideration of the approval of a Medical Retirement Application made by Employee 3023 through the Oklahoma Municipal Retirement Fund (OMRF). (Human Resources - T. Bradley)
8. Discussion and consideration of the approval of a Medical Retirement Application made by Employee 3469 through the Oklahoma Municipal Retirement Fund (OMRF). (Human Resources - T. Bradley)
9. Discussion and consideration of approval of the Mayor's appointment of Gary Bachman, Adam Bush, David Howell, and Joel Porter as Municipal Judges; and appointing Farley Ward as an Alternate Judge. (City Manager - T. Lyon)
10. Discussion and consideration of nominating Incumbent, Mike Bailey, City Manager of Bartlesville, and Incumbent Craig Stephenson, City Manager of Ponca City, to the Oklahoma Municipal Assurance Group Board as the official vote of the City of Midwest City. (City Manager - T. Lyon)
11. Discussion and consideration of a resolution to amend the agreement establishing the Oklahoma Municipal Assurance Group (OMAG), of which Midwest City is a member. (City Manager, T. Lyon)
12. Discussion and consideration of approving change order number one (1) to Lippert Brothers Construction Co., Inc. for three (3) changes to their construction contract associated with construction of the Multi-Purpose Sports Complex, in the increased total amount of \$24,557.13. (City Manager - V. Sullivan)
13. Discussion and consideration of 1) approval of the proposed 2021 Action Plan, a part of the 2020-2024 Consolidated Plan and Strategy, for the use of 2021 Community Development Block Grant (CDBG) funds, 2) authorization of the Mayor to submit the approved and/or modified certifications to the U.S. Department of Housing and Urban Development, and 3) authorization of the Mayor and City Manager to enter into the necessary contracts to implement said program. (Grants Management - T. Craft)

14. Discussion and consideration of approving and entering into a contract in an amount not to exceed \$2,200.00 for fiscal year 2021-2022 with Crutchco Public School to establish the terms and conditions under which Crutchco Public School will provide a school bus and driver for Neighborhoods in Action (NIA) Youth Summer Camp. (Neighborhood Services - M. Stroh)
15. Discussion and consideration of accepting and entering into an Agreement for the Sub-Grant of Emergency Management Performance Grant Program Funds with the State of Oklahoma Department of Emergency Management and Homeland Security (OEMHS) in the amount of \$20,000 effective October 1, 2020. This grant is designated by OEMHS as EMPG 999. The purpose of the grant is to encourage the development of comprehensive disaster preparedness and assistance plans, programs, capabilities, and organizations by state, local, tribal, and territorial emergency management agencies.
16. Discussion and consideration of accepting a grant of Permanent Easement from John and Emma Wassilak across a certain parcel of land located within the corporate boundaries of Midwest City, being part of the Southeast Quarter (SE/4) of the Northeast Quarter (NE/4) of Section Five (5), Township Eleven (11) North, Range One (1) West of the Indian Meridian, Oklahoma County, Oklahoma. (Community Development - B. Bundy)
17. Discussion and consideration of change order #3 amending the contract with Shiloh Enterprises, Inc. to construct the Animal Services Center in an increase of \$3,995.25 to add additional drywall and adding 31 additional days of time related to delays caused by COVID-19. (Community Development - B. Bundy)
18. Discussion and consideration of approving and entering into a project agreement for Federal-aid Project Number STPG-255F(481)AG, State Job Number 33347(04), with the Oklahoma Department of Transportation to receive \$853,373.00 in federal funds for the Signal Upgrade Project (Phase 2) at eight various locations. (Community Development - B. Bundy)
19. Discussion and consideration of an agreement with COX Communications LLC in the amount of \$17,044.77 for the purposes of relocating an existing aerial crossing to a prepared underground crossing of the W.P. Bill Atkinson Park, a 2018 General Obligation Project. (Community Development - B. Bundy)
20. Discussion and consideration of approving an Application and Letter of Agreement with AT&T to relocate an existing aerial crossing to a prepared underground crossing for the W.P. Bill Atkinson Park, a 2018 General Obligation Project, in the amount of \$39,517.11. (Community Development - B. Bundy)

D. DISCUSSION ITEMS.

- 1.** Discussion and consideration of swearing in the Municipal Judges: Gary Bachman, Adam Bush, David Howell, Joel Porter, and Farley Ward as an alternative. (City Manager - T. Lyon)
- 2.** Consider and adopt a resolution fixing the amount of bonds to mature each year, fixing the time and place the bonds are to be sold and authorizing the Clerk to give notice of said sale as required by law. (City Manager - T. Lyon)
- 3.** (PC-2059) Public hearing with discussion and consideration of an ordinance to redistrict from C-3, Community Commercial to SPUD, Simplified Planned Unit Development, governed by the C-4, General Commercial subject to staff comments, for the properties described as Lots 1 and 2 of Block A of the Marydale Acres Addition, addressed as 1101 and 1107 N. Post Rd. This item was continued from the January 12, 2021 City Council meeting. (Community Development - B. Harless)
- 4.** (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, February 23, 2021 or March 23, 2021 City Council meetings. (Community Development - B. Harless)
- 5.** (PC – 2075) Discussion and consideration of approval of the Replat of Lots 1-5 of Block 2 of the Radford Addition, described as a part of the NW/4 of Section 35, T12N, R2W and addressed as 8708 NE 5th Street. (Community Development - B. Harless)
- 6.** Discussion and consideration of a quarterly update on the progress of the execution of the General Obligation Bond (the Bond) projects. (City Manager - V. Sullivan)

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. FURTHER INFORMATION.

- 1.** Minutes of the April 6, 2021 Planning Commission meeting. (Community Development - B. Harless)
- 2.** Review of the monthly Neighborhood Services report for February 2021. (Neighborhood Services - M. Stroh)

- [3.](#) Review of the monthly Neighborhood Services report for March 2021. (Neighborhood Services - M. Stroh)
- [4.](#) Review of the March 2021 Building Report. (Community Development—B. Harless)
- [5.](#) Review of the status update for OG&E street lighting maintenance. (Public Works - P. Streets)

G. 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)

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).

City of Midwest City Council Minutes

March 23, 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 Matt Dukes called the meeting to order at 6:01 PM with following members present:

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	Asst. City Attorney Vicki Floyd

OPENING BUSINESS. The invocation was given by Assistant City Manager Vaughn Sullivan, followed by the Pledge of Allegiance led by Carl Albert Jr ROTC Cadets Butler and Nolan. Staff and Council made community-related announcements and comments. Mayor Dukes read the Arbor Week Proclamation.

CONSENT AGENDA. Allen made motion to approve consent agenda with exception to pull item #5, 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 March 9, 2021 meeting, as submitted.
2. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2020-2021, increase: General Fund, expenditures/Municipal Court (12) \$425.
3. Discussion and consideration of accepting the City Manager's Report for the month of February 2021.
4. 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.
5. **Discussion and consideration of awarding the bid to and entering into a contract with Shiloh Enterprises, Inc. in the amount of \$5,198,000 to construct the W.P. Bill Atkinson Park, a 2018 General Obligation Project.** After Staff and Council discussion, Eads made motion to approve, as submitted, seconded by Byrne. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favors, and Mayor Dukes. Nay: None. Motion carried.
6. Discussion and consideration of accepting a grant of Permanent Sidewalk Easement and a Permanent Waterline Easement from Shree Aurobindo, L.L.C., across a certain parcel of land located within the corporate boundaries of Midwest City in Lots 5 through 8 of Block 6 of Aviation Acres, being part of the Northwest Quarter (NW/4) of Section Nine (9), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma, addressed as 5912 Short Street.
7. Discussion and consideration of accepting maintenance bonds from Patriot Construction Services, Inc. in the amount of \$3735.94, respectively.

8. Discussion and consideration of accepting maintenance bonds from Commercial Construction Services, L.L.C. in the amount of \$3434.00, respectively.
9. Discussion and consideration of Change Order No. 2 amending the contract with Shiloh Enterprises, Inc. for construction on the Animal Services Center in an increased amount of \$4,269.32 and adding 26 additional days of time.
10. Discussion, consideration and approval of Joint Resolution 2021-10 of the City of Midwest City and Midwest City Memorial Hospital Authority authorizing and approving an Amendment to Ground Lease Agreement and other matters concerning property associated with Midwest City Memorial Hospital.

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 of 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 and February 23, 2021 City Council meetings. No action needed.**
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. No action was taken on this item at the February 23, 2021 meeting. Harless and Attorney Box addressed Council. After Staff and Council discussion, Favours made a motion to approve the Ordinance 3443 and Resolution 2021-09, as submitted, seconded by Bowen. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favours, and Mayor Dukes. Nay: None. Motion carried.**
3. **(PC-2073) Public hearing with discussion and consideration of an ordinance to redistrict from C-1, Restricted Commercial to R-6, Single Family Detached Residential, for the property described as Block 7, Lot 4 of the Country Estates Third Addition, addressed as 419 Russell Drive. Harless addressed the council. Byrne made to approve the Ordinance 3444, as submitted, seconded by Eads. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favours, and Mayor Dukes. Nay: None. Motion carried.**
4. **(PC-2074) Public hearing with discussion and consideration of an ordinance to redistrict from C-3, Community Commercial, to SPUD, Simplified Planned Unit Development governed by the C-4, General Commercial district, and a resolution to amend the Comprehensive Plan from OR, Office/Retail to COMM, Commercial, for the property described as a part the SW/4 of Section 34, T12N, R2W, and addressed as 422 N. Air Depot Blvd. Harless and applicant Abdul Karm Alsalafi addressed the council. After Staff and Council discussion, Eads made motion to deny, seconded by Byrne. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favours, and Mayor Dukes. Nay: None. Motion carried.**

5. **(MP-14) Discussion and consideration of approval of the Estates of Midwest City No. 1 Minor Plat located in the NW/4 of Section 36, T-12-N, R-2-W of the Indian Meridian, Oklahoma County, Oklahoma located at 500 N. Douglas.** Harless addressed the Council. Bowen made motion to approve the minor plat, as submitted, seconded by Byrne. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favors, and Mayor Dukes. Nay: None. Motion carried

6. **Discussion and consideration of approving Amendment No. 7 to the construction management contract with CMS Willowbrook, Inc. for the Delta Midwest City, Guest Rooms Tower in an amount not to exceed \$4,486,253.60.** After Staff and Council discussion, Eads made motion to approve Amendment No. 7, as submitted, seconded by Allen. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favors, and Mayor Dukes. Nay: None. Motion carried

NEW BUSINESS/PUBLIC DISCUSSION.

Ed Daniels, 3208 N Forest Park, addressed Council in regards to running for School Board.

ADJOURNMENT. There being no further business, Mayor Dukes adjourned the meeting at 6:47 PM.

ATTEST:

MATTHEW D. DUKES II, Mayor

SARA HANCOCK, City Clerk

Notice for the Midwest City Council special meeting was filed with the City Clerk of Midwest City at least 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).

City of Midwest City Council Minutes

April 15, 2021

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

Mayor Matt Dukes called the meeting to order at 6:02 PM with following members present:

	City Manager Tim Lyon
Ward 5 Christine Allen	City Clerk Sara Hancock
Ward 3 Española Bowen	Asst. City Attorney Vicki Floyd

DISCUSSION ITEM.

- 1. Discussion and consideration of a presentation and solicitation of input regarding a revised proposed General Obligation Bond issue and Charter changes to be voted upon at the May 11, 2021 ballot by the residents of Midwest City.**

There being no quorum for this meeting, no action was taken on this item.

Mayor Dukes briefed citizens on information and adjourned at 6:50 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: Tiatia Cromar, Finance Director
DATE: April 27, 2021
SUBJECT: Discussion and consideration of accepting the City Manager's Report for the month of March 2021.

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

Golf (197) decreased by \$57,799 in March.

Capital Imp Rev Bond (250) paid off bond 2011A principal of \$20,950,000 and interest of \$431,694.

2018 Election G.O. Bonds (270) decreased due to the payments for:

Various Capital Outlay <\$1,431,901>

Disaster Relief (310) decreased because of payments for:

Ice storm cleaning <\$3,232,638>

G.O. Debt Services (350) decreased due to the following activities:

Series 2019 debt interest payment <\$315,030>

Series 2019 debt principal payment <\$795,000>

MWC Hospital Authority (425) activities for March:

Compounded Principal (9010) - unrealized gain on investment \$2,172,735

Discretionary (9050) - unrealized gain on investment \$561,018

Tiatia Cromar

Tiatia Cromar
Finance Director

City of Midwest City
Financial Summary by Fund
for Period Ending March, 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	4,329,687	-	3,692,885	2,066,395	(1,429,593)	636,802	4,329,687
10	GENERAL	9,423,171	(165,843)	7,257,964	31,183,836	(29,184,473)	1,999,363	9,257,327
11	CAPITAL OUTLAY RESERVE	749,843	-	878,312	3,499	(131,968)	(128,469)	749,843
13	STREET AND ALLEY FUND	1,786,313	-	1,615,489	410,037	(239,214)	170,823	1,786,313
14	TECHNOLOGY FUND	363,217	-	207,826	289,331	(133,940)	155,391	363,217
15	STREET LIGHT FEE	1,784,166	-	1,874,909	447,247	(537,990)	(90,743)	1,784,166
16	REIMBURSED PROJECTS	1,095,722	(13)	1,247,928	101,672	(253,890)	(152,218)	1,095,710
17	29TH & DOUGLAS PROPERTY	290	-	288	2	-	2	290
20	MWC POLICE DEPARTMENT	7,441,113	-	5,969,836	13,139,378	(11,668,101)	1,471,278	7,441,113
21	POLICE CAPITALIZATION	1,161,626	-	448,160	1,299,092	(585,626)	713,466	1,161,626
25	JUVENILE FUND	34,408	-	27,943	64,059	(57,593)	6,465	34,408
30	POLICE STATE SEIZURES	89,953	-	72,260	20,396	(2,703)	17,693	89,953
31	SPECIAL POLICE PROJECTS	92,166	-	93,392	6,617	(7,843)	(1,226)	92,166
33	POLICE FEDERAL PROJECTS	48,449	-	49,067	87	(705)	(618)	48,449
34	POLICE LAB FEE FUND	27,115	-	23,424	6,120	(2,429)	3,691	27,115
35	EMPLOYEE ACTIVITY FUND	24,495	-	20,356	9,994	(5,855)	4,139	24,495
36	JAIL	151,203	-	144,218	37,705	(30,719)	6,986	151,203
37	POLICE IMPOUND FEE	106,100	-	109,036	35,051	(37,988)	(2,937)	106,100
40	MWC FIRE DEPARTMENT	5,148,544	(4)	4,029,690	10,123,181	(9,004,331)	1,118,850	5,148,540
41	FIRE CAPITALIZATION	1,303,214	-	1,180,917	478,755	(356,458)	122,298	1,303,214
45	MWC WELCOME CENTER	288,131	3	353,512	111,885	(177,263)	(65,378)	288,134
46	CONV / VISITORS BUREAU	237,246	-	184,975	197,198	(144,926)	52,272	237,246
50	DRAINAGE TAX FUND	-	-	-	-	-	-	-
60	CAPITAL DRAINAGE IMP	683,143	-	614,336	352,739	(283,932)	68,807	683,143
61	STORM WATER QUALITY	1,143,149	-	1,014,388	581,677	(452,916)	128,761	1,143,149
65	STREET TAX FUND	1,892,635	-	1,840,981	389,078	(337,424)	51,654	1,892,635
70	EMERGENCY OPER FUND	806,308	-	765,195	428,333	(387,220)	41,113	806,308
75	PUBLIC WORKS ADMIN	595,334	-	647,055	804,640	(856,361)	(51,721)	595,334
80	INTERSERVICE FUND	747,228	-	638,120	1,967,182	(1,858,073)	109,109	747,228
81	SURPLUS PROPERTY	550,968	(433,895)	108,739	40,591	(32,257)	8,334	117,073
115	ACTIVITY FUND	339,154	(615)	351,549	51,063	(64,073)	(13,010)	338,539
123	PARK & RECREATION	636,464	(150)	639,507	455,080	(458,273)	(3,194)	636,314
141	COMM. DEV. BLOCK GRANT	6,029	-	6,029	663,639	(663,639)	-	6,029
142	GRANTS/HOUSING ACTIVITIES	183,074	-	142,535	132,332	(91,792)	40,539	183,074
143	GRANT FUNDS	113,582	(53,582)	60,000	11,217,967	(11,217,967)	-	60,000

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

(Unaudited)

Fund Number	Fund Description	Assets	Liabilities	6/30/2020 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
157	CAPITAL IMPROVEMENTS	2,527,436	-	2,523,375	634,667	(630,606)	4,061	2,527,436
172	CAP. WATER IMP-WALKER	1,685,496	-	1,440,837	367,022	(122,363)	244,659	1,685,496
178	CONST LOAN PAYMENT REV	3,330,494	(15,358)	2,876,857	568,308	(130,028)	438,280	3,315,136
184	SEWER BACKUP FUND	81,608	-	83,771	338	(2,500)	(2,162)	81,608
186	SEWER CONSTRUCTION	5,184,270	(175,000)	4,285,350	1,082,494	(358,574)	723,920	5,009,270
187	UTILITY SERVICES	469,551	(924)	494,006	840,811	(866,190)	(25,379)	468,627
188	CAP. SEWER IMP.-STROTH	599,992	-	121,949	480,420	(2,377)	478,043	599,992
189	UTILITIES CAPITAL OUTLAY	2,176,019	(108,873)	3,009,651	711,572	(1,654,077)	(942,505)	2,067,146
190	MWC SANITATION DEPARTMENT	4,352,385	-	3,020,287	5,663,589	(4,331,492)	1,332,097	4,352,385
191	MWC WATER DEPARTMENT	3,734,284	(19,870)	2,749,260	5,336,963	(4,371,809)	965,154	3,714,414
192	MWC SEWER DEPARTMENT	2,291,125	(491)	1,282,446	5,235,284	(4,227,095)	1,008,189	2,290,634
193	MWC UTILITIES AUTHORITY	951,105	-	952,584	3,838	(5,316)	(1,478)	951,105
194	DOWNTOWN REDEVELOPMENT	584,993	(5,045)	2,364,928	7,625	(1,792,605)	(1,784,980)	579,948
195	HOTEL/CONFERENCE CENTER	292,045	(458,054)	86,188	1,316,301	(1,568,497)	(252,196)	(166,009)
196	HOTEL 4% FF&E	812,097	(28,652)	672,955	2,248,512	(2,138,022)	110,490	783,444
197	JOHN CONRAD REGIONAL GOLF	364,343	(144,192)	164,931	707,373	(652,153)	55,220	220,151
201	URBAN RENEWAL AUTHORITY	32,607	-	81,862	45,306	(94,561)	(49,255)	32,607
202	RISK MANAGEMENT	1,207,541	(37)	1,337,005	725,945	(855,446)	(129,501)	1,207,504
204	WORKERS COMP	3,621,056	-	3,342,285	720,606	(441,834)	278,771	3,621,056
220	ANIMALS BEST FRIEND	97,008	-	89,075	19,779	(11,846)	7,933	97,008
225	HOTEL MOTEL FUND	-	-	-	349,898	(349,898)	-	-
230	CUSTOMER DEPOSITS	1,543,536	(1,543,536)	-	6,221	(6,221)	-	-
235	MUNICIPAL COURT	100,458	(100,458)	-	350	(350)	-	-
240	L & H BENEFITS	1,182,766	(47,030)	1,519,039	6,797,783	(7,181,086)	(383,302)	1,135,736
250	CAPITAL IMP REV BOND	12,073,266	(51,175,684)	(40,099,398)	11,786,940	(10,789,961)	996,980	(39,102,418)
269	2002 G.O. STREET BOND	316,448	-	315,172	1,276	-	1,276	316,448
270	2018 ELECTION G.O. BOND	23,409,377	(132,243)	27,003,375	2,591,572	(6,317,813)	(3,726,241)	23,277,134
271	2018 G.O. BONDS PROPRIETARY	10,416,346	-	10,686,758	42,678	(313,091)	(270,412)	10,416,346
310	DISASTER RELIEF	4,438,413	(185,573)	1,072,308	10,940,188	(7,759,655)	3,180,532	4,252,840
340	REVENUE BOND SINKING FUND	-	-	-	4,841,255	(4,841,255)	-	-
350	G. O. DEBT SERVICES	3,399,736	-	1,877,552	3,222,516	(1,700,332)	1,522,184	3,399,736
352	SOONER ROSE TIF	1,080,354	-	1,654,228	120,591	(694,465)	(573,874)	1,080,354
353	ECONOMIC DEV AUTHORITY	53,509,909	(49,754,109)	2,884,708	1,178,006	(306,914)	871,092	3,755,800
425-9010	MWC HOSP AUTH-COMP PRINCIPAL	118,051,643	(6,205,333)	93,145,527	20,687,813	(1,987,029)	18,700,784	111,846,311
425-9020	MWC HOSP AUTH-LOAN RESERVE	559,708	(559,708)	-	-	-	-	-
425-9050	MWC HOSP AUTH-DISCRETIONARY	17,908,486	(3,870)	11,287,755	7,139,922	(523,061)	6,616,861	17,904,615
425-9060	MWC HOSP IN LIEU OF/ROR/MISC	9,288,063	-	8,746,405	1,153,820	(612,161)	541,660	9,288,064
425-9080	MWC HOSP AUTH GRANTS	433,437	-	28,398	501,038	(96,000)	405,038	433,437
	TOTAL	335,490,641	(111,318,139)	187,412,245	175,194,478	(138,434,217)	36,760,260	224,172,506



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: Tiatia Cromar, Finance Director

DATE: April 27, 2021

SUBJECT: Discussion and consideration of supplemental budget adjustments to the following funds for FY 2020-2021, increase: Grant Funds, revenue/Intergovernmental (64) \$15,350; expenditures/Fire (64) \$15,350. G.O. Debt Services Fund, revenue/Taxes (00) \$150,125; expenditures/Debt Service (00) \$150,125. Grant Funds, revenue/Intergovernmental (21) \$20,000; expenditures/Transfers Out (21) \$20,000. Emergency Operations Fund, revenue/Transfers In (00) \$20,000. Sales Tax Capital Improvement Fund, expenditures/Transfers Out (00) \$1,067,731. Capital Improvement Revenue Bond Fund, revenue/Transfers In (00) \$1,503,978; expenditures/Transfers Out (00) \$1,503,978. Capital Improvement Revenue Bond Fund, revenue/Transfers In (00) \$689,997; decrease: Capital Improvement Revenue Bond Fund, revenue/Transfers In (00) \$689,997. Sewer Construction Fund, expenditures/Transfers Out (46) \$689,997. Increase: Capital Improvements Fund, revenue/Transfers In (00) \$377,734. General Fund, revenue/Transfer In (00) \$1,503,978; expenditures/Transfers Out (00) \$1,503,978. Decrease: Sales Tax Capital Improvement Fund, expenditures/Debt Service (00) \$4,532. Increase: Capital Improvement Revenue Bond Fund, expenditures/Debt Service (00) \$251,550.

The first supplement is needed to budget revenue and expenditures for a grant from FM Global for First Due software purchase. The second supplement is needed to budget interest on 2020A G.O. Bonds. The third and fourth supplements are needed to budget the EMPG 999 Grant from Oklahoma Emergency Management Office and transfer out and transfer in of proceeds to Emergency Operations Fund. The fifth supplement is needed to budget the transfers out to Fund 250 in the amount of \$689,997 due to increase in Fund 340 Sewer Sales and Use Tax directly affecting the transfer out to Fund 250 Revenue Bond Debt Service; and Fund 157 in the amount of \$377,734 due to increase in Fund 340 Sales Tax directly affecting the transfer out to Fund 157 Capital Improvements. The sixth supplement is to budget transfers in and transfers out for Fund 010 for General Fund Sales Tax portion directly pledged to debt service. The seventh supplement is needed to budget the increase in transfer in due to the increase in Fund 340 Sewer Sales and Use Tax directly affecting the transfer out to Fund 250 Revenue Bond Debt Service; and the decrease in transfers in due to the reduction of transfer from Fund 186 Sewer Fee due to increase in Sewer Sales Tax. The eighth supplement is needed because the sewer fee transfer to Fund 250 is calculated as the remaining debt service requirement after Sewer Sales and Use Tax. With the budgeted increase in Sales and Use Tax, the Sewer Fee transfer can be reduced accordingly. The ninth supplement is needed to budget transfers in due to increase in Fund 340 Sales Tax. The tenth supplement is needed to budget transfers in for the return of General Fund Sales Tax for portion directly pledged to debt service, if not needed; and transfers out the General Fund Sales Tax for

portion directly pledged to debt service, if needed. The eleventh supplement is needed to budget the elimination of the Annual Audit budget as the revenue in Fund 340 is committed to reduction of debt service and capital improvements only. The twelfth supplement is needed to budget the expenditures related to re-issuance of 2020 Sewer Note.

Tiatia Cromar

Tiatia Cromar
Finance Director

SUPPLEMENTS

April 27, 2021

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	Intergovernmental	15,350			
64	Fire			15,350	
		<u>15,350</u>	<u>0</u>	<u>15,350</u>	<u>0</u>
Explanation:					
This supplement is to budget revenue and expenditures for a grant from FM Global for First Due software purchase.					

Fund G.O. DEBT SERVICES (350)		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	150,125			
00	Debt Service			150,125	
		<u>150,125</u>	<u>0</u>	<u>150,125</u>	<u>0</u>
Explanation:					
This supplement is to budget interest on 2020A G.O. Bonds. Funding to come from ad valorem revenue.					

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	20,000			
21	Transfers Out			20,000	
		<u>20,000</u>	<u>0</u>	<u>20,000</u>	<u>0</u>
Explanation:					
To budget EMPG 999 Grant from Oklahoma Emergency Management Office and transfer out of proceeds to Emergency Operations Fund.					

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	Transfers In	20,000			
		<u>20,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Explanation:					
To budget transfer in of EMPG 999 Grant proceeds from Grants Fund.					

SUPPLEMENTS

April 27, 2021

Fund SALES TAX CAPITAL IMPROV (340)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
00	Transfer Out			1,067,731	
		0	0	1,067,731	0
Explanation:					
This supplement is to budget the transfers out to Fund 250 \$689,997 due to increase in Fund 340 Sewer Sales and Use Tax, directly affecting the transfer out to Fund 250 Revenue Bond Debt Service; and the transfers out to Fund 157 \$377,734 due to increase in Fund 340 Sales Tax, directly affecting the transfer out to Fund 157 Capital Improvements.					

Fund CAPITAL IMP REV BOND (250)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
00	Transfers In	1,503,978			
00	Transfers Out			1,503,978	
		1,503,978	0	1,503,978	0
Explanation:					
This supplement is to budget the transfers in and transfers out for Fund 010 for General Fund Sales Tax portion directly pledged to debt service.					

Fund CAPITAL IMP REV BOND (250)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
00	Transfers In	689,997			
00	Transfers In		689,997		
		689,997	689,997	0	0
Explanation:					
This supplement is to budget the increase in transfers in due to the increase in Fund 340 Sewer Sales and Use Tax, directly affecting the transfer out to Fund 250 Revenue Bond Debt Service; and the decrease in transfers in due to the reduction of transfer from Fund 186, Sewer Fee due to increase in Sewer Sales Tax.					

Fund SEWER CONSTRUCTION (186)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
46	Transfers Out				689,997
		0	0	0	689,997
Explanation:					
The sewer fee transfer to Fund 250 is calculated as the remaining debt service requirement after Sewer Sales and Use Tax. With the budgeted increase in Sales and Use Tax, the Sewer Fee transfer can be reduced accordingly.					

SUPPLEMENTS

April 27, 2021

Fund CAPITAL IMPROVEMENTS (157)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
00	Transfers In	377,734			
		377,734	0	0	0
Explanation: This supplement is to budget transfers in due to increase in Fund 340 Sales Tax.					

Fund GENERAL FUND (010)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
00	Transfers In	1,503,978			
00	Transfers Out			1,503,978	
		1,503,978	0	1,503,978	0
Explanation: This supplement is to budget transfers in for the return of General Fund Sales Tax for portion directly pledged to debt service, if not needed and transfers out the General Fund Sales Tax for portion directly pledged to debt service , if needed.					

Fund SALES TAX CAPITAL IMPROV (340)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
00	Debt Service				4,532
		0	0	0	4,532
Explanation: This supplement is to budget the elimination of the Annual Audit budget as the revenue in Fund 340 is committed to reduction of debt service and capital improvements only.					

Fund CAPITAL IMP REV BOND (250)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
Dept Number	Department Name	Increase	Decrease	Increase	Decrease
00	Debt Service			251,550	
		0	0	251,550	0
Explanation: This supplement is to budget the expenditures related to re-issuance of 2020 Sewer Note.					



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: April 27, 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 March 2021 which is the ninth (9) period of the FY 2020/2021.

Troy Bradley, Human Resources Director

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
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	729,187	750,261			
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	6,054,819	6,805,080			
PLAN CLAIMS/ADMIN COSTS	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
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	740,186	683,500			
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	6,504,104	7,187,604			
EXCESS INCOME vs. EXPENDITURES	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
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	-10,999	66,761	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	-449,285	-382,524	0	0	0
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
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	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
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	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
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

Please note that, beginning Nov-20, the Plan Income Actual amounts include estimated prescription rebates accrued per month, with Nov-20 reporting estimates for July-November 2020.

March 9/FY 2021: \$1,135,475
 March 9/FY 2020: \$1,365,912
 March 9/FY 2019: \$2,107,877
 March 9/FY 2018: \$2,228,083

** HAD FIVE MONDAYS WITH REPORTED MEDICAL CLAIMS PAID**



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: April 27, 2021

RE: Discussion and consideration of the health premiums for the fiscal year 2021-2022 in amounts necessary to cover the projected expenditures and for the Employee Health Plan to be actuarially sound, and the adoption of the Employee Life and Health Committee recommendations for the Health Plan.

The Employee Life and Health Fund has continued to be overwhelmed during the current Plan year. The Life and Health Committee met on March 31, 2021, to review the L&H budget and to review the recommended premiums for the 2021/2022 Plan year.

The employee committee is making the following recommendations for the Plan year 2021-22:

- The monthly total premiums per tier will have a 7.5% increase. The dollar increase for each tier will be split 50/50 for all eligible active employees as shown on the premium rate sheet that is attached to this agenda item. The retiree split for each tier continues to be 60/40 on the total monthly premium as shown on the same premium rate sheet.
- Dental premiums remain the same.
- The life insurance rates have increased due to multiple claims this fiscal year. Due to getting some competitive quotes, we were able to limit the increase on the monthly premiums to \$2.00 more per active full-time employee per month and \$0.40 more per retiree per month. The retiree life insurance premiums are shown on the rate sheet. There is a rate guarantee for 2 years.

This proposed health premiums increase was approved by a 5-1 vote of the Life and Health Committee. The life insurance rates are contractual.

Staff recommends the approval of the proposed premium rates as presented in the attachment.

Troy Bradley, Human Resources Director

MIDWEST CITY EMPLOYEE HEALTH AND DENTAL PREMIUMS - BCBS PREFERRED NETWORK

Effective July 1, 2021

ACTIVE EMPLOYEES

Tier	2021/2022 EE MONTHLY PREMIUM	2021/2022 EE BI-WEEKLY PREMIUM OVER 24 PAY PERIODS	2021/2022 CITY MONTHLY PREMIUM	2021/2022 CITY BI-WEEKLY PREMIUM OVER 24 PAY PERIODS	2021/2022 TOTAL MONTHLY PREMIUM	2021/2022 TOTAL MONTHLY DENTAL PREMIUMS CITY PAID	2021/2022 BI-WEEKLY PREMIUM CITY PAID OVER 24 PP
EE ONLY	154.22	77.11	458.10	229.05	612.32	31.80	15.90
EE & SP	517.28	258.64	876.06	438.03	1,393.34	63.62	31.81
EE & CH	424.28	212.14	585.78	292.89	1,010.06	73.16	36.58
EE & FAM	608.50	304.25	1,169.04	584.52	1,777.54	111.56	55.78

PRE-65 RETIREES

Tier	2021/2022 RETIREE MONTHLY MEDICAL PREMIUM	2021/2022 CITY MONTHLY MEDICAL PREMIUM	2021/2022 TOTAL MONTHLY PREMIUM	RETIREE PAID DENTAL	RETIREE PAID LIFE	2021/2022 RETIREE TOTAL MONTHLY PREMIUM
RE ONLY	367.39	244.93	612.32	31.80	2.90	402.09
RE & SP	836.00	557.34	1,393.34	63.62	2.90	902.52
RE & CH	606.04	404.02	1,010.06	73.16	2.90	682.10
RE & FAM	1,066.52	711.02	1,777.54	111.56	2.90	1180.98

POST-65 RETIREES

Tier	2021/2022 RETIREE MONTHLY MEDICAL PREMIUM	2021/2022 CITY MONTHLY MEDICAL PREMIUM	2021/2022 TOTAL MONTHLY PREMIUM	RETIREE PAID DENTAL	RETIREE PAID LIFE	2021/2022 RETIREE TOTAL MONTHLY PREMIUM
RE ONLY	257.73	171.82	429.55	31.80	2.90	292.43
RE & SP	586.46	390.98	977.44	63.62	2.90	652.98

*****NOTE*****

The Midwest City Employee Life and Health Plan Committee developed and the City Council approved a three year plan to change the contributions for retirees to a 60/40 premium split beginning in the L&H Plan year 2017/2018. The 2018/2019 L&H Plan year was the second year in this premium plan and the premiums were split 50/50 with the retirees paying half of the premium per tier and the City paying half of the premium per tier. For the L&H Plan year 2019/2020 the premium split for the retirees is 60/40 with the retirees paying 60% of the premium and the City paying 40% of the premium.

COBRA RATES:

MEDICAL: BLUE PREFERRED

TIER	2021/2022 CITY TOTAL MONTHLY PREMIUM	2021/2022 MONTHLY COBRA MEDICAL PREMIUM	2021/2022 CITY TOTAL MONTHLY DENTAL PREMIUM	2021/2022 MONTHLY COBRA DENTAL PREMIUM
EE ONLY	612.32	624.57	31.80	32.44
EE & SP	1,393.34	1,421.21	63.62	64.89
EE & CH	1,010.06	1,030.26	73.16	74.62
EE & FAM	1,777.54	1,813.09	111.56	113.79



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: April 27, 2021

RE: Discussion and consideration of the approval of a Medical Retirement Application made by Employee 3023 through the Oklahoma Municipal Retirement Fund (OMRF).

Employee 3023 has been diagnosed with a debilitating medical issue. Employee 3023's physician has certified that their condition has and will keep them from performing the essential functions of their position. Per OMRF guidelines and procedures, an employee is eligible to apply for disability retirement under these circumstances.

Staff has received and reviewed the required documentation and recommends approval of this request.

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: April 27, 2021

RE: Discussion and consideration of the approval of a Medical Retirement Application made by Employee 3469 through the Oklahoma Municipal Retirement Fund (OMRF).

Employee 3469 has had multiple serious medical issues that have kept them from returning to work. Employee 3469's physician has certified that their condition will continue to keep them from performing the essential functions of their position and the employee is not expected to return to employment. Per OMRF guidelines and procedures, an employee is eligible to apply for disability retirement under these circumstances.

Staff has received and reviewed the required documentation and recommends approval of this request.

Troy Bradley, Human Resources Director



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: April 27, 2021

SUBJECT: Discussion and consideration of approval of the Mayor's re-appointment of Gary Bachman, Adam Bush, David Howell, and Joel Porter as Municipal Judges; and re-appointing Farley Ward as an Alternate Judge.

The Mayor would like to re-appoint Gary Bachman, Adam Bush, David Howell, and Joel Porter as Municipal Judges and reappoint Farley Ward as an Alternate Judge.

Approval of these appointments by the Council is required. Action is at the Council's discretion.



Tim L. Lyon, City Manager



City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
tlyon@midwestcityok.org
www.midwestcityok.org
office: 405.739.1201

MEMORANDUM

To: Honorable Mayor and Council


From: Tim Lyon, City Manager

Date: April 27, 2021

Subject: Discussion and consideration of nominating Incumbent, Mike Bailey, City Manager of Bartlesville, and Incumbent Craig Stephenson, City Manager of Ponca City, to the Oklahoma Municipal Assurance Group Board as the official vote of the City of Midwest City.

Midwest City is a member of The Oklahoma Municipal Assurance Group (OMAG) and participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan; therefore, we have voting privileges for the Board members.

Voting is at the Council's discretion.



Tim L. Lyon, City Manager

BALLOT

OKLAHOMA MUNICIPAL ASSURANCE GROUP 2021 Election of Two Trustees

The biographical sketch on the next page for each nominee was written by the person(s) who made the nomination. YOU MAY VOTE FOR TWO (2) NOMINEES.

X

MIKE BAILEY, City Manager, City of Bartlesville (Incumbent)

X

CRAIG STEPHENSON, City Manager, City of Ponca City (Incumbent)

MIKE CARTER, City Manager, City of Sand Springs

RICK GOODMAN, Mayor / Trustee, Town of Meno

GERALD HAURY, Town Administrator, Town of Mannford

MARK WHINNERY, City Manager, City of Drumright

SIGN AND ATTEST

Ballot cast for the governing body of the municipality of

Signed: _____

Mayor

Attested: _____ Date: _____, 2021

Clerk

**PLEASE BE ADVISED THAT THE FAILURE TO PROPERLY SUBMIT THIS BALLOT
WILL INVALIDATE THE BALLOT!**

**Your Ballot must be received by the Oklahoma Municipal Assurance Group, 3650 S.
Boulevard, Edmond, OK 73013 no later than *May 31, 2021*, by:**

- (1) sending a facsimile of the ballot to OMAG at (405) 657-1401;
- (2) emailing the ballot to elections@omag.org; or
- (3) sending the ballot to OMAG by certified mail.

SEE REVERSE FOR BIOGRAPHICAL SKETCHES

BIOGRAPHICAL SKETCHES

MIKE BAILEY (Incumbent) Mike is the City Manager for Bartlesville and has been with the City for 15 years. Mike is also a licensed CPA who has worked with many local governments throughout his career. Mike has served on the OMAG Board since 2007 and is currently the vice chair. **(Bartlesville participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)**

CRAIG STEPHENSON (Incumbent) Craig is a current incumbent on the OMAG Board. He has 34 years of municipal government experience serving communities as Assistant City Manager and City Manager. Craig holds Bachelor's and Master's degrees in Political Science and has earned the ICMA Credentialed and Oklahoma Accredited Manager designation. **(Ponca City participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)**

MIKE CARTER Mike Carter is the City Manager of Sand Springs. Carter served as Police Chief from 2015 until 2021 and was a Sand Springs Police Officer for 28 years. Carter was born and raised in Tulsa and was awarded a degree from NSU and is a graduate of the FBI Academy. **(Sand Springs participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)**

RICK GOODMAN Rick has served the Meno community as an elected board trustee / mayor for the past six years. Rick has seen firsthand some of the challenges that small communities face and would like the opportunity to be the voice for small communities on the OMAG Board of Trustees. **(Meno participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)**

GERALD HAURY A Town Administrator for Mannford, Gerald manages the Town's natural gas and electric distribution and senior housing operations. Gerald believes in the OMAG model using OMAG's programs and training for his employees. Gerald supports these programs and will work to ensure OMAG stays a strong partner for cities and towns. **(Mannford participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)**

MARK WHINNERY Mark Whinnery became Drumright's City Manager in 2012. He's a retired Air Force Colonel with 25 years of service. Mark has a Bachelor's in Communication, a Master's in Human Resources, and a Master's of Military Operational Art and Science. Mark was also an Air Force Fellow at the Rand Corporation. **(Drumright participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)**



City Manager
100 N. Midwest Blvd.
Midwest City, OK 73110
tlyon@midwestcityok.org
Office: 405-739-1201
www.midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and Council


FROM: Tim Lyon, City Manager

DATE: April 27, 2021

RE: Discussion and consideration of a resolution to amend the agreement establishing the Oklahoma Municipal Assurance Group (OMAG), of which Midwest City is a member.

OMAG was originally established in 1977. The term of the agreement was set at fifty (50) years. OMAG would like to extend the term of the Agreement Establishing OMAG in perpetuity so that they can continue to provide liability, property and workers compensation coverages, as well as, the various grants, training and other value added services to our members indefinitely.

In order to extend the term of the Agreement Establishing OMAG, they need their members to pass the attached Resolution. By passing this Resolution the City of Midwest City is voting to extend the life OMAG in perpetuity.



Tim L. Lyon, City Manager

**AGREEMENT ESTABLISHING
THE
OKLAHOMA MUNICIPAL ASSURANCE GROUP**

ARTICLE:

- I. Definitions
- II. Purpose
- III. Effective Date and Duration
- IV. Creation of Group
- V. Membership
- VI. Board of Trustees
- VII. Officers, Meetings, Procedures

ARTICLE:

- VIII. Administrator and Staff
- IX. Powers and Duties of the Board
- X. Financing
- XI. Additional Members, Terminating Membership
- XII. Dissolution and Disposition of Property
- XIII. Amendment of Agreement

The authority for this agreement is found in the Interlocal Cooperation Act of the Oklahoma Statutes (Section 1001 through 1008 of Title 74 of the Oklahoma Statutes).

The parties to this agreement, and any additional municipalities which may hereafter become parties to this agreement, are joining in consideration of the mutual covenants contained herein for the purposes provided in Article II of this agreement, together with such additional purposes as may be hereafter adopted.

ARTICLE I. DEFINITIONS

For the purpose of this agreement,

- 1. The term "municipality" shall mean any incorporated city or town in the State of Oklahoma;
- 2. The term "member" shall mean a municipality which has become a party to this agreement;
- 3. The term "group" shall mean the Oklahoma Municipal Assurance Group;
- 4. The term "participating agency" shall mean a member, any duly constituted public agency or its instrumentality, or the group;
- 5. The term "board of trustees" or "board" shall mean the board of trustees of the Oklahoma Municipal Assurance Group;
- 6. The term "employee" shall mean any person who is acting or who has acted in behalf of a political subdivision or an agency whether that person is acting on a permanent or temporary basis, with or without being compensated or on a full-time or part-time basis. Employee also includes all elected or appointed officers, members of governing bodies and other persons designated to act for an agency or political subdivision, but shall not include independent contractors;
- 7. The term "insurance" shall mean a contract for indemnification against loss, damage or liability arising from unknown or determinable contingencies, or payment of a specified amount upon determinable contingencies;
- 8. The term "self-insurance" shall mean a system whereby a participating municipal agency insures itself against risks, or assumes risks, through maintenance of reserves or some other method;
- 9. The term "risk" shall mean any chance of loss from contingencies or perils;
- 10. The term "plan" shall mean any program for insurance or self-insurance for participating agencies or their employees including benefits, services, protection or indemnification for life, accident and health, property, marine, vehicle, casualty, surety or other coverage;

11. The term "policy" shall mean a contract of or agreement for effecting insurance; and
12. The term "premium" shall mean the consideration for insurance.

ARTICLE II. PURPOSE

The purpose of this agreement is to:

1. Permit the municipalities joining herein to make a more efficient use of their powers and resources by cooperating on a basis that will be of mutual advantage; and
2. Provide a procedure for securing benefits, services, indemnification or protection for participating agencies and their employees relating to insurance or self-insurance, as authorized by law, of any of the following as they are defined by Sections 702 through 708 of Title 36 of the Oklahoma Statutes:
 - A. Life insurance for employees of participating agencies;
 - B. Accident and health insurance for employees of participating agencies;
 - C. Property insurance for participating agencies;
 - D. Marine insurance for participating agencies;
 - E. Vehicle insurance for participating agencies;
 - F. Casualty insurance for participating agencies and their employees; or
 - G. Surety insurance for participating agencies and their employees.

ARTICLE III. EFFECTIVE DATE AND DURATION

The effective date of this agreement shall be June 1, 1977. The agreement shall continue from year to year, without the necessity of a formal renewal by any member, for a period of fifty (50) years after June 1, 1977, unless sooner dissolved or extended by mutual agreement.

ARTICLE IV. CREATION OF GROUP

To carry out the purposes of this agreement, there is hereby created the Oklahoma Municipal Assurance Group, which group is formed, financed, organized, shall operate and may be dissolved in accordance with the provisions of this agreement.

ARTICLE V. MEMBERSHIP

Membership in the Oklahoma Municipal Assurance Group shall consist of those municipalities which are or become parties to this agreement. Each member shall be entitled to one vote which shall be cast by the governing body, or its designated agent.

ARTICLE VI. BOARD OF TRUSTEES

1. There shall be a board of seven (7) trustees for the Oklahoma Municipal Assurance Group elected from among the members for the group.
2. The trustees shall be as follows:

For terms ending on June 30, 1978 - Greg Harrison, City Manager of Okmulgee; Lloyd Haskins, City Manager of Sallisaw, and Stephen E. Reel, City Manager of The Village;

For terms ending on June 30, 1979 - Jean Hanson, Mayor of Cleveland, and Clyde L. Klingsick, Mayor of Kingfisher; and
For terms ending on June 30, 1980 - James Callahan, Finance Director of Bartlesville, and Gene Walker, City Manager of McAlester.

Thereafter, the successors to the trustees whose terms are expiring shall be elected for three-year terms commencing on the first day of July following their election.

3. Each trustee shall be an elected or appointed officer of a member of the group. If a trustee ceases to be an elected or appointed officer of a member of the group, the trustee's position shall be deemed vacant.
4. Any vacancy on the board of trustees shall be filled by appointment by the majority vote of the remaining trustees for any unexpired term.
5. Trustees shall serve on the board without compensation, but they may be reimbursed for their actual and necessary expenses as are incurred in the performance of their duties from the fund established in Article X. No trustee nor the administrator appointed in Article VIII shall incur any liability for any action, or failure to act, in such capacity except for gross negligence or willful misconduct.

ARTICLE VII. OFFICERS, MEETINGS, PROCEDURES

The trustees shall elect from among their membership a Chairman, Vice-Chairman and a Secretary. The board shall fix the date, time and place of regular meetings. In September of each year, the board shall hold a regular meeting, which shall be the annual meeting, at which it shall elect its officers.

Four (4) trustees shall constitute a quorum for the transaction of business, but any official action of the board must have a favorable vote by a majority of the trustees of the board. The board shall adopt such procedures as are deemed necessary and desirable for the conduct of its business.

ARTICLE VIII. ADMINISTRATOR AND STAFF

The board of trustees may appoint the administrator of the group, or any other employees of the group, or employ or contract for legal counsel, actuaries or other consultants, as it deems necessary to administer or provide for the plans, policies or services established pursuant to this agreement.

ARTICLE IX. POWERS AND DUTIES OF THE BOARD

The board of trustees may establish and manage any of the plans, policies and other services contemplated in this agreement, and may:

1. Prepare specifications, request bids, and enter into any contract for the purpose of underwriting, administering or providing any part or all of the plans, policies or services contemplated in this agreement on behalf of and with participating agencies;
2. Determine the rates, risks, benefits and terms of any plans, policies or services contemplated in this agreement; adjust the rates and benefits based on claim experience after at least forty-five (45) days notice to affected participating agencies;
3. Provide for individual or collective underwriting or other agreements for participating agencies in any plan, policy or service contemplated in this agreement; serve as the policy-holder of any group policies or plans; determine the methods of claim administration and payment; provide

- for claim experience for participating agencies collectively or separately;
4. Determine the amount of contributions or appropriations required from participating agencies for the purpose of participating in any part or all of the plans, policies or services established pursuant to the agreement;
 5. Establish standards for eligibility of participating agencies or employees in any plan, policy or service, and procedures for enrollment and withdrawal in any plan, policy or service; and establish effective dates of coverage;
 6. Provide for the administration of the fund or funds established in Article X, for the manner of payments to such fund and for payment of all expenses in connection with the plans, policies or services which may be established; and establish procedures for safekeeping, handling and investing such fund or funds and any monies received or paid;
 7. Establish the duties and records of the administrator to enable the correct billing of premiums and fees, enrollment of participating agencies and their employees, and payment of claims;
 8. Serve as an appeals body for complaints of participating agencies and their employees regarding allowance and payment of claims, eligibility and other matters, and establish procedures for grievances of agencies and employees;
 9. Study the operation of plans, policies or services, gross and net costs, administrative costs, benefits, utilization of benefits and claims administration;
 10. Incur expenses, acquire and hold property, and enter into agreements necessary to accomplish the purposes of this agreement; exercise the full power and authority of any member of the group when requested to do so by the member governing body; or otherwise provide for necessary activities to accomplish the purposes of this agreement.

ARTICLE X. FINANCING

The board of trustees shall establish a fund or funds as it deems necessary for the purposes of, but not limited to, the following:

1. Payment of premiums or fees for any part of the plans, policies or services established pursuant to this agreement;
2. Payment of necessary expenses approved by the board;
3. Payment of claims;
4. Payment of administration expenses; or
5. Payment of other expenses incurred in accomplishing the purposes of this agreement.

All monies paid to such fund or funds shall be held in the name of the group. After payment of any expenses authorized and compensation of the administrator or other employees and other incidental expenses, any remaining money shall be held for the benefit of the group.

The board shall provide for the manner and dates for preparation by the administrator of an annual budget and reports on the financial condition of the fund or funds.

Each participating agency shall pay for all costs, premiums, or other fees attributable to its respective participation in any plan, policy or service established under this agreement, and shall be responsible for its obligations under any contract entered into with the group.

ARTICLE XI. ADDITIONAL MEMBERS, TERMINATING MEMBERSHIP

Any eligible member, as defined in Article I, may join the group by adoption of a resolution of its governing body in accordance with the procedures of the Interlocal Cooperation Act. Any member may

withdraw from the group by a resolution of its governing body after thirty (30) days notice is given in writing to the chairman of the board of trustees. Any withdrawing member shall relinquish all voting rights and privileges and any and all claim of title or interest to any asset of the group upon the effective date of withdrawal from the group.

ARTICLE XII. DISSOLUTION AND DISPOSITION OF PROPERTY

The title to all property, real and personal, acquired by the group shall be vested in the group. In the event of termination of the group, such property shall belong to the then members of the group in equal shares. Upon partial or complete termination of the agreement, the majority vote of the remaining members of the group is binding in all respects as to the disposition of property and dissolution of the group. The board of trustees shall serve as trustees for the disposition of property or funds, payment of obligations, dissolution and winding up of the affairs of the group.

ARTICLE XIII. AMENDMENT

This agreement may be amended from time to time upon:

1. Recommendation of the board of trustees and approval by at least seventy-five percent (75%) of the members of the group; or
2. Petition proposed by at least twenty percent (20%) of the members of the group and approval by at least seventy-five percent (75%) of the members of the group.

Any proposed amendment shall be circulated to members of the group at least thirty (30) days prior to the date that approval is required by the board.

Date of Agreement: June 1, 1977
Approved by Attorney General: July 1, 1977
Amended February 16, 1979
Amended May 28, 1993



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Resolution to Amend The Agreement Establishing OMAG

The Municipality agrees to the following amendment to The Agreement Establishing OMAG, Article III:

The effective date of this agreement shall be June 1, 1977 and shall continue in perpetuity.

Municipality: City of Midwest City

Signed by Designated Representative: _____

Approved this _____ day of _____, 20____

Return to: OMAG Member Services Dept.
c/o Kelsie Willis
Mail: 3650 South Boulevard, Edmond, OK 73013
Email: agreement@omag.org
Phone: 405-657-1438
Fax: 405-657-1401



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: April 27, 2021

Subject: Discussion and consideration of approving change order No. 1 to Lippert Brothers Construction Co., Inc. for three (3) changes to their construction contract associated with construction of the Multi-Purpose Sports Complex, in the increased amount of \$24,557.13.

Lippert Brothers Construction, Inc. has submitted a price for three (3) changes to the scope of their contract associated with the construction of the Multi-Purpose Sports Complex. The change order request is an increase of \$24,557.13 to the original contract, bringing the new contract amount to \$5,106,577.13.

The changes include \$7,163.57 for adjustment of all guardrail heights from 36" to 42" high, \$582.79 for third party inspection of the pre-fabricated restroom and \$16,830.77 for burning of vegetative debris on site in lieu of Midwest City forces hauling it away. The first two items are requirements by the City of Oklahoma City and are changes to the construction specifications. The last one is simply a more cost effective disposal option offered to Midwest City by the Lippert Brothers dirt contractor.

This project is a 2018 Moving Midwest City Forward bond project and funding is available in the Multi-Purpose Sports complex bond fund.

Staff recommends approval.

Vaughn K. Sullivan
Assistant City Manager

Enc. Change order request number one from Lippert Brothers Construction, Inc.



AIA[®]

Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> City of Midwest City Multipurpose Sports Complex	CONTRACT INFORMATION: Contract For: General Construction Date: 12/08/2020	CHANGE ORDER INFORMATION: Change Order Number: 001 Date: 04/02/2021
OWNER: <i>(Name and address)</i> City of Midwest City Oklahoma	ARCHITECT: <i>(Name and address)</i> C. H. Guernsey & Company 5555 N. Grand Blvd., OKC, OK	CONTRACTOR: <i>(Name and address)</i> Lippert Brothers, Inc. 2211 E. I-44 Service Rd., OKC, OK

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)


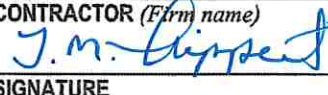
PCO #2: Adjustment for 42" high guard rails	\$ 7,163.57
PCO #3: 3 rd party ICC certified inspection of pre-fabricated restroom building	\$ 582.79
PCO #4: On-site tree burning in lieu of MWC haul-off	\$ 16,830.77
Total	\$ 24,577.13

The original Contract Sum was	\$ 5,082,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 5,082,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 24,577.13
The new Contract Sum including this Change Order will be	\$ 5,106,577.13

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be unchanged.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

C. H. Guernsey & Company ARCHITECT <i>(Firm name)</i>	Lippert Brothers, Inc. CONTRACTOR <i>(Firm name)</i>	City of Midwest City OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
Steve Scovel, Sr. Architect PRINTED NAME AND TITLE	T. M. Lippert, President PRINTED NAME AND TITLE	Matthew D. Dukes II, Mayor PRINTED NAME AND TITLE
4.2.2021 DATE	4/2/2021 DATE	 DATE



PCCOR #002

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136
Phone: (405) 478-3580

Project: 1577 - Multipurpose Sports Complex Phase 1
9400 SE 29th Street
Oklahoma City, Oklahoma 73129

Prime Contract Change Order Request #002: Metal Railing Height Change

TO:	Midwest City 100 N. Midwest Blvd. Midwest City, Oklahoma 73110	FROM:	Lippert Bros., Inc. PO Box 17450 2211 E. I-44 Service Road Oklahoma City, Oklahoma 73136-1450
CHANGE ORDER REQUEST NUMBER / REVISION:	002 / 0	PRIME CONTRACT CHANGE ORDER:	None
STATUS:	Pending - In Review	CREATED BY:	Nick Bench (Lippert Bros., Inc.)
SCHEDULE IMPACT:	0 days	DATE CREATED:	2/8/2021
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$7,163.57

CHANGE ORDER REQUEST TITLE: Metal Railing Height Change

CHANGE ORDER REQUEST DESCRIPTION:

Change metal railing height to 42" at all locations where the drop from high/low (step off) is 30" or greater with the exception of disabled seating locations as requested by City of Oklahoma City Plan Review.

ATTACHMENTS:

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER REQUEST:

PCO #	Contract Company	Title	Schedule Impact	Amount
002	Midwest City	Metal Railing Height Change	0 days	\$7,163.57
Total:				\$7,163.57

CHANGE ORDER REQUEST LINE ITEMS:

PCO # 002: Metal Railing Height Change

#	Cost Code	Description	Type	Amount
1	05-05500 - Metal Railings/Trex	Trex metal railing original proposal.	Materials	\$(186,416.00)
2	05-05500 - Metal Railings/Trex	Trex metal railing revised proposal.	Materials	\$192,562.00
Subtotal:				\$6,146.00
Labor Burden (39.75% Applies to Labor.):				\$0.00
Material Sales Tax (0.00% Applies to Materials.):				\$0.00
Insurance (0.35% Applies to all line item types.):				\$21.51
Bonds (1.00% Applies to all line item types.):				\$61.68
Overhead and Profit (15.00% Applies to all line item types.):				\$934.38
Grand Total:				\$7,163.57

Steve Scovel (Guernsey)
5555 North Grand Boulevard
Oklahoma City, Oklahoma 73112

Midwest City
100 N. Midwest Blvd.
Midwest City, Oklahoma 73110

Lippert Bros., Inc.
PO Box 17450 2211 E. I-44 Service Road
Oklahoma City, Oklahoma 73136-1450

Digitally signed by Steve Scovel
Date: 2021.03.04 15:22:00-06'00'

Nick Bench
Project Manager
2021.02.08 13:50:02-06'00'

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE



COMMERCIAL PRODUCTS

Original Metal Railing Quote

Project: Midwest City Sports Complex Phase 1
 To:
 Attn:
 Email:
 Phone:
 Specifications: 055200 - Metal Railing
 Plans: Landscape Set

Representative: TFI
 Bid Date: 11/30/2020
 Location: Oklahoma City
 Pricing: Final (Rev 1)
 Estimator: Alex Sullivan
 Specification Date: 10/1/2020
 Plans Date: Stamped 10/5/20

Summary: Trex Commercial Products to provide mesh guardrail at locations shown on attached takeoff. Components to be Trex Commercial Products parts.

Clarifications:

- Mesh guardrail to be powder-coated aluminum (differs from specified steel)
- Aluminum to be powder-coated; color to be selected from manufacturer's standard available non-metallic options
- Per drawing detail, all guardrail to be provided without handrail (code may require floor handrail at ramp; provided by others)
- Infill panels to be woven-wire mesh with standard wire gauge and square pattern
- Base bid does not include standalone mockup; if required, mockup to be included as part of finished work
- Visible welds to be finished to NOMMA Type 3 specification
- Per attached terms and conditions, guardrail to be provided with standard one-year workmanship warranty
- Contractor to verify strength of concrete at attachment is sufficient to meet guardrail loading requirements

3'-0" Gridguard Post-Supported Mesh Guardrail (11/L-119)

Material/Finish: Powder-Coated Aluminum (Black)
 Mounting Condition: Post Base Plate Epoxy Anchored to Concrete
 Infill Panel: Aluminum Woven Wire Mesh (Powder Coated)
 Components Included: Post, Base Plate, Mesh Panel, Aluminum Frame, Top Rail and Attachment Hardware

Quantity
 471 Linear Feet

3'-0" Gridguard Post-Supported Mesh Guardrail at Ramp (11/L-119)

Material/Finish: Powder-Coated Aluminum (Black)
 Mounting Condition: Post Base Plate Epoxy Anchored to Concrete
 Infill Panel: Aluminum Woven Wire Mesh (Powder Coated)
 Components Included: Post, Base Plate, Mesh Panel, Aluminum Frame, Top Rail and Attachment Hardware

Quantity
 294 Linear Feet

Base Bid:	\$177,673
Freight Allowance:	\$8,743
Shop Drawings:	Included
PE Calculations:	Included
Anchors:	Included
Total Quote:	\$186,416



COMMERCIAL PRODUCTS

Updated 42" Metal Railing Quote

Project: Midwest City Sports Complex Phase 1

To: Lippert Bros
Attn: Nick Bench
Email: nbench@lippertbros.com
Phone: 405-478-3580

Specifications: 055200 - Metal Railing
Plans: Landscape Set

Representative: TFI
Bid Date: 1/25/2021
Location: Oklahoma City
Pricing: Final (Rev 1)
Estimator: Alex Sullivan
Specification Date: 10/1/2020
Plans Date: Stamped 10/5/20

Summary: Trex Commercial Products to provide glass guardrail at locations shown on attached takeoff. Components to be Trex Commercial Products parts.

Clarifications:

- Mesh guardrail to be powder-coated aluminum (differs from specified steel)
- Aluminum to be powder-coated; color to be selected from manufacturer's standard available non-metallic options
- Per drawing detail, all guardrail to be provided without handrail (code may require floor handrail at ramp; provided by others)
- Infill panels to be woven-wire mesh with standard wire gauge and square pattern
- Base bid does not include standalone mockup; if required, mockup to be included as part of finished work
- Visible welds to be finished to NOMMA Type 3 specification
- Per attached terms and conditions, guardrail to be provided with standard one-year workmanship warranty
- Contractor to verify strength of concrete at attachment is sufficient to meet guardrail loading requirements

	<u>Basis of Design</u>
3'-6" Gridguard Post-Supported Mesh Guardrail (11/L-119)	
Material/Finish: Powder-Coated Aluminum (Black)	Quantity
Mounting Condition: Post Base Plate Epoxy Anchored to Concrete	396
Infill Panel: Aluminum Woven Wire Mesh (Powder Coated)	Linear Feet
Components Included: Post, Base Plate, Mesh Panel, Aluminum Frame, Top Rail and Attachment Hardware	
3'-6" Gridguard Post-Supported Mesh Guardrail at Ramp (11/L-119)	
Material/Finish: Powder-Coated Aluminum (Black)	Quantity
Mounting Condition: Post Base Plate Epoxy Anchored to Concrete	294
Infill Panel: Aluminum Woven Wire Mesh (Powder Coated)	Linear Feet
Components Included: Post, Base Plate, Mesh Panel, Aluminum Frame, Top Rail and Attachment Hardware	
3'-0" Gridguard Post-Supported Mesh Guardrail (11/L-119)	
Material/Finish: Powder-Coated Aluminum (Black)	Quantity
Mounting Condition: Post Base Plate Epoxy Anchored to Concrete	75
Infill Panel: Aluminum Woven Wire Mesh (Powder Coated)	Linear Feet
Components Included: Post, Base Plate, Mesh Panel, Aluminum Frame, Top Rail and Attachment Hardware	

Base Bid: \$183,819

Freight Allowance:	\$8,743
Shop Drawings:	Included
PE Calculations:	Included
Anchors:	Included

Total Quote: \$192,562



COMMERCIAL PRODUCTS

Project: Midwest City Sports Complex Phase 1
 To: Lippert Bros
 Attn: Nick Bench
 Email: nbench@lippertbros.com
 Phone: 405-478-3580
 Specifications: 055200 - Metal Railing
 Plans: Landscape Set

Representative: TFI
 Bid Date: 1/25/2021
 Location: Oklahoma City
 Pricing: Final (Rev 1)
 Estimator: Alex Sullivan
 Specification Date: 10/1/2020
 Plans Date: Stamped 10/5/20

- * NOMMA #3 ON ALL WELDS
- * SHOE CLADDING TO BE FIELD APPLIED (IF APPLICABLE)
- * STANDARD SUBMITTAL PACKET (1 REVISION)
- * ALL ITEMS FOB TREX COMMERCIAL PRODUCTS

- * QUOTE IS VALID FOR ORDER PLACED WITHIN 60 DAYS OF QUOTE DATE
- * PRICES QUOTED ARE VALID FOR DELIVERY WITHIN 9 MONTHS OF QUOTE DATE
- * PRODUCT DATA SHEET ATTACHED FOR DESCRIPTION OF COMPONENTS

PAYMENTS TERMS:

25% invoiced at time submittal drawings are initially sent to customer, or as determined by credit application, remaining balance to be invoiced as the product is shipped. All terms NET 30

FREIGHT STANDARD TERMS:

Freight allowance includes shipments detailed below. Any expedited or requested shipments above this is subject to additional charges.

<u>Dedicated Truck</u>	
Shipments:	2
	OR
<u>Single Release Less</u>	
<u>Than Truckload</u>	
Shipments:	6

STANDARD LEAD TIMES:

SHOP DRAWINGS: 4-6 WEEKS

FABRICATION (AFTER RECEIPT OF ALL APPROVALS): 8-10 WEEKS

WARRANTY: 1-YEAR MANUFACTURING WORKMANSHIP WARRANTY

STANDARD INCLUSIONS: SHOP DRAWINGS, SET UP DRAWINGS, FIELD MEASURING TEMPLATE, INSTALLATION INSTRUCTIONS

STANDARD EXCLUSIONS: SALES TAX, FIELD MEASURING, INSTALLATION

This Quote is expressly subject to the terms and conditions attached to or included with this Quote.

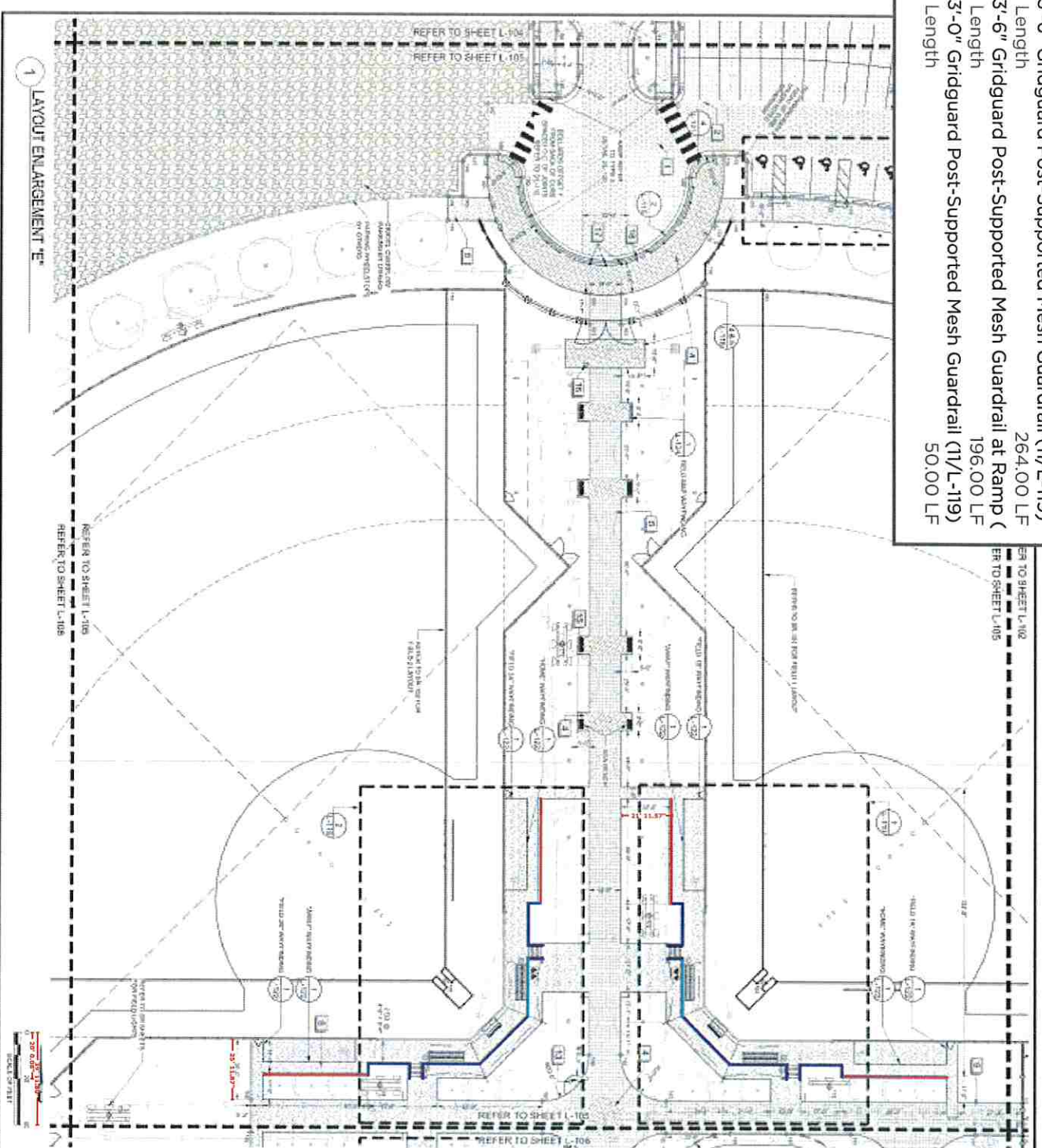
Accepted: _____

Printed Name: _____

Company: _____

Date: _____

- 2-2'-0" Gridguard Post-Supported Mesh Guardrail at Ramp (11/L-119) 264.00 LF
- 1 Length
- 3-3'-6" Gridguard Post-Supported Mesh Guardrail at Ramp (11/L-119) 196.00 LF
- 1 Length
- 4-3'-0" Gridguard Post-Supported Mesh Guardrail (11/L-119) 50.00 LF
- 1 Length



1 LAYOUT ENLARGEMENT "E"

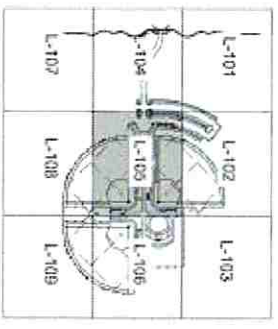
REFERENCE NOTES SCHEDULE

SYMBOL	DESCRIPTION	QTY	DETAIL NOTES
1	Heavy Duty Asphalt Treatment	367.21 SF	7A-115
2	Light Duty Asphalt Treatment	33.83 SF	8A-115
3	Heavy Duty Concrete Paving	1,264.47	4A-115
4	Heavy Duty Concrete Paving	3,335.11	4A-115
5	Heavy Duty Concrete Paving	4,025.47	4A-115
6	Light Duty Concrete Paving	29,110.97	8A-115
7	Asphalt Pavement with Drainage	2,029.47	8A-115
8	Asphalt Pavement	47.18	8A-115
9	Chert Lint Finish	27,045.01	
10	Concrete Finish	1,291.41	4A-117
11	Asphalt Pavement	18,500.00	
12	Score, Seal & Cure	7,471.00	
13	Stripes and Curbs	2,500.00	
14	Stripes	1,200.00	
15	Form Reinforcement	78,416.00	
16	Reinforcing Steel	36,416.00	
17	Reinforcing Steel	60,416.00	
18	Reinforcing Steel	30,416.00	
19	Reinforcing Steel	54,416.00	

NOTES:

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KEY MAP



DESIGNED BY: D. SMITH

DRAWN BY: A. SMITH

DATE: 05 OCT 2020

PROJECT NO: 14-MIDWEST CITY

WORKSHEET NO: L-105

MIDWEST CITY SPORTS COMPLEX PHASE 1

MIDWEST CITY, OK

LAYOUT ENLARGEMENT "E"

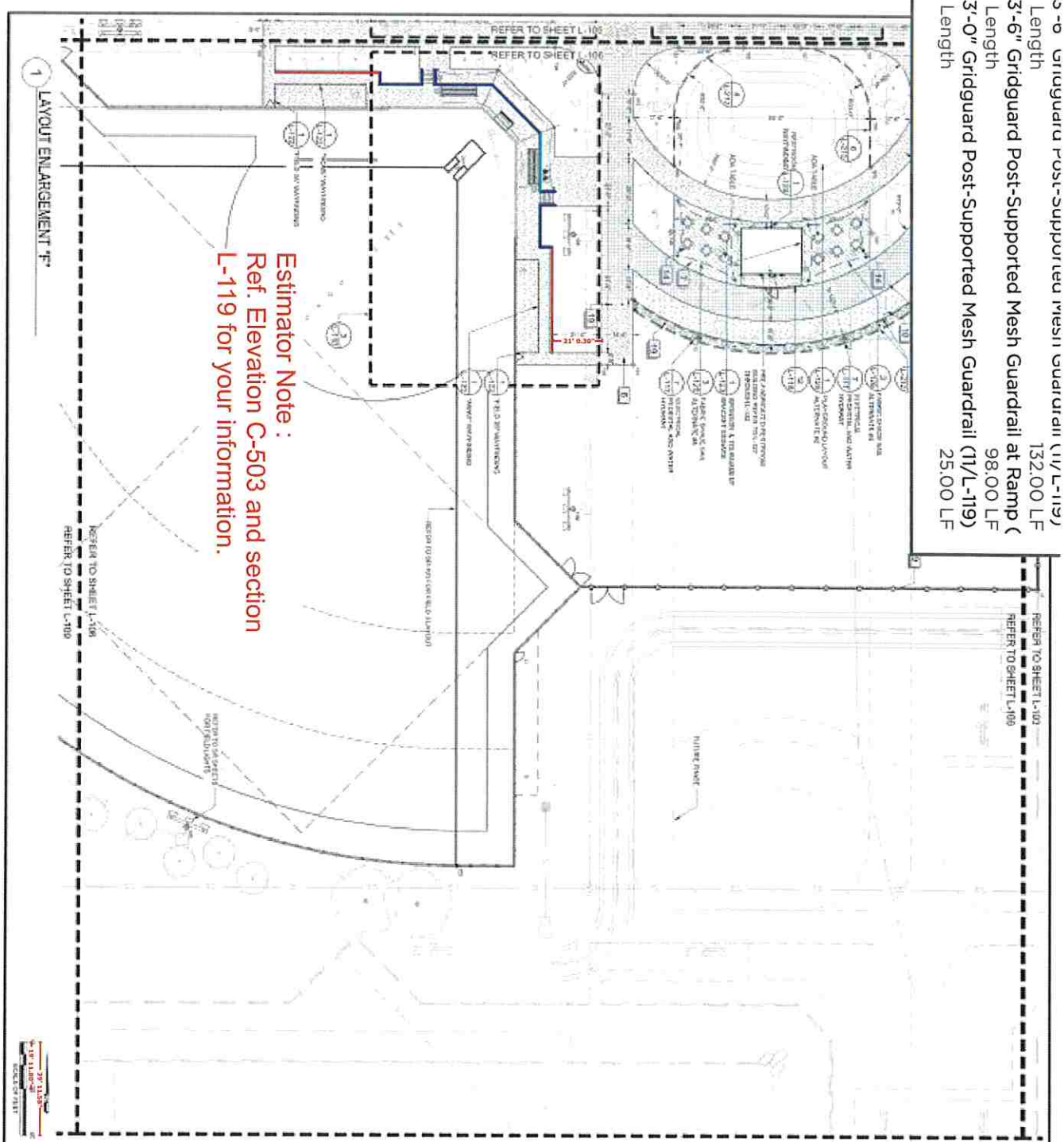
L-105

4-3-0 Gridguard Post-Supported Mesh Guardrail
 1 Length
 25.00 LF

3-3-6" Gridguard Post-Supported Mesh Guardrail at Ramp
 1 Length
 98.00 LF

1 Length
 132.00 LF

0:54:54-H:\projects\Midwest City Project\DWG\19658 - Midwest City Sports Complex\01_Bid_CADD\01_paving\Drawn File\10 - Plans\Layout Sheets.dwg
 10/22/2021 3:25 PM



SYMBOL	DESCRIPTION	QTY	DETAIL NOTES
1	Heavy Duty Asphalt Pavement	56,071 sf	1A-115
2	Light Duty Asphalt Pavement	33,881 sf	8B-215
3	Heavy Duty Concrete Parking	1,304 sf	4A-110
4	Heavy Duty Concrete with	1,353 sf	4A-115
5	Asphalt	10,023 sf	4A-115
6	Light Duty Stormwater	23,102 sf	5A-215
7	Stormwater with	2,259 sf	5A-215
8	Asphalt	111 sf	5A-215
9	Asphalt	581 sf	23A-215(R)
10	Asphalt	1,291 sf	4A-115
11	Asphalt	31,000 sf	
12	Asphalt	7,010 sq ft	
13	Asphalt	26,410	
14	Asphalt	346,410	
15	Asphalt	13,884,416	
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146	Asphalt	346,410	
147	Asphalt	13,884,416	
148	Asphalt	26,410	
149	Asphalt	346,410	
150	Asphalt	13,884,416	

KEY MAP

REFERENCE NOTES:

1. ALL DIMENSIONS AND NOTES ARE TO BE TAKEN AS SHOWN UNLESS OTHERWISE NOTED.
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DESIGNED BY: D. SLOTT
 DRAWN BY: A. STANLEY
 DATE: 05/01/2021
 PROJECT NO: 19658-01
 SHEET NO: L-106

19658-01
 MIDWEST CITY SPORTS COMPLEX PHASE 1
 MIDWEST CITY, OK

L-106

LAYOUT ENLARGEMENT "F"

Multipurpose Sports Complex Phase 1 - Drawings (60); Base Bid - Copy - Copy; Midwest City Sports Complex Phase 1; 1/25/2021 9:23:02 AM



PCO #003

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136
Phone: (405) 478-3580

Project: 1577 - Multipurpose Sports Complex Phase 1
9400 SE 29th Street
Oklahoma City, Oklahoma 73129

Prime Contract Potential Change Order #003: Prefabricated Concrete Restroom 3rd Party Inspections

TO:	Midwest City 100 N. Midwest Blvd. Midwest City, Oklahoma 73110	FROM:	Lippert Bros., Inc. PO Box 17450 2211 E. I-44 Service Road Oklahoma City, Oklahoma 73136-1450
PCO NUMBER/REVISION:	003 / 0	CONTRACT:	1 - Multipurpose Sports Complex Phase 1 Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Nick Bench (Lippert Bros., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	2/25/2021
REFERENCE:	Plan Review	PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#003 - Prefabricated Concrete Restroom 3rd Party Inspections
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$582.79

POTENTIAL CHANGE ORDER TITLE: Prefabricated Concrete Restroom 3rd Party Inspections

CHANGE REASON: Permitting

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

Provide 3rd party inspections for the Prefabricated Concrete Restroom as requested by the City of Oklahoma City Plan Review Department. Inspections will be provided by CXT, the manufacturer of the Prefabricated Concrete Restroom.

ATTACHMENTS:

#	Cost Code	Description	Type	Amount
1	10-10730 - Prefabricated Restroom	Prefabricated Concrete Restroom 3rd Party Inspections	Materials	\$500.00
			Subtotal:	\$500.00
			Labor Burden (39.75% Applies to Labor.):	\$0.00
			Material Sales Tax (0.00% Applies to Materials.):	\$0.00
			Insurance (0.35% Applies to all line item types.):	\$1.75
			Bonds (1.00% Applies to all line item types.):	\$5.02
			Overhead and Profit (15.00% Applies to all line item types.):	\$76.02
			Grand Total:	\$582.79

Steve Scovel (Guernsey)
5555 North Grand Boulevard
Oklahoma City, Oklahoma 73112

Midwest City
100 N. Midwest Blvd.
Midwest City, Oklahoma 73110

Lippert Bros., Inc.
PO Box 17450 2211 E. I-44 Service Road
Oklahoma City, Oklahoma 73136-1450

Digitally signed by Steve Scovel
Date: 2021.03.04 15:23:24-06'00'

Nick Bench
Project Manager
2021.02.25 08:52:44-06'00'

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE



February 19, 2021

RE: ICC Certified Inspection

Dear Nick,

This will serve as confirmation that CXT restroom building # TA-307 for the Multi Sports Complex in Midwest City, Oklahoma is scheduled to be inspected by an ICC certified 3rd party inspector after the building is produced and prior to shipment from the Hillsboro, Texas manufacturing facility. Contact me if you have questions.

Sincerely,

Robert C. Veals, Jr

Robert C. Veals, Jr

Territory Sales Manager

South Central Region

CXT, Inc

rveals@lbfooster.com

254.404.5147



, Inc. an L.B. Foster Company

Phone: 412-928-3400
Fax: 412-928-7891

Invoice DATE: 2/19/2021
SALES ORDER: 281992
INVOICE #: 12756

Important:
Reference invoice # when remitting

SOLD TO:
LIPPETT BROS., INC
PO BOX 17450
OKLAHOMA CITY OK 73136

SHIP TO:
LIPPETT BROS., INC
MULTIPURPOSE SPORTS COMPLEX PHASE 1
9400 SE 29TH STREET
MIDWEST CITY OK 73130

REMIT TO:
CXT INCORPORATED
P.O. BOX 643343
PITTSBURGH PA 15264-3343

CUSTOMER P.O.: SPORTS COMPLEX TERMS OF PAYMENT: N30 FEDERAL ID #: 91-1498605

LINE NO.	DESCRIPTION	UM	QUANTITY	PRICE	EXTENDED PRICE
0001	THIRD PARTY INSPECTION FEE	EA	1	500.00	500.00

If you have any questions in regards to the invoice, please contact:

MacKenzie Cooper
CXT Incorporated
6701 E. Flamingo Ave., Building 300
Nampa, ID 83687
208.830.0781
mcooper@lbfooster.com

ORDER TOTAL \$ 500.00
TAX \$ -
INVOICE TOTAL \$ 500.00



PCCOR #004

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136
Phone: (405) 478-3580

Project: 1577 - Multipurpose Sports Complex Phase 1
9400 SE 29th Street
Oklahoma City, Oklahoma 73129

Prime Contract Change Order Request #004: Burn Trees and Load Out Debris

TO:	Midwest City 100 N. Midwest Blvd. Midwest City, Oklahoma 73110	FROM:	Lippert Bros., Inc. PO Box 17450 2211 E. I-44 Service Road Oklahoma City, Oklahoma 73136-1450
CHANGE ORDER REQUEST NUMBER / REVISION:	004 / 0	PRIME CONTRACT CHANGE ORDER:	None
STATUS:	Pending - In Review	CREATED BY:	Nick Bench (Lippert Bros., Inc.)
SCHEDULE IMPACT:	0 days	DATE CREATED:	3/22/2021
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$16,830.77

CHANGE ORDER REQUEST TITLE: Burn Trees and Load Out Debris

CHANGE ORDER REQUEST DESCRIPTION:

Burn trees onsite using curtain burners and load MWC trucks with misc. trash for haul off and disposal.

ATTACHMENTS:

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER REQUEST:

PCO #	Contract Company	Title	Schedule Impact	Amount
004	Midwest City	Burn Trees and Load Out Debris	0 days	\$16,830.77
Total:				\$16,830.77

CHANGE ORDER REQUEST LINE ITEMS:

PCO # 004: Burn Trees and Load Out Debris

#	Cost Code	Description	Type	Amount
1	31-31200 - Earthwork/Hammer	Burn Trees and Load Out Debris	Commitment	\$14,440.00
Subtotal:				\$14,440.00
Labor Burden (39.75% Applies to Labor.):				\$0.00
Material Sales Tax (0.00% Applies to Materials.):				\$0.00
Insurance (0.35% Applies to all line item types.):				\$50.54
Bonds (1.00% Applies to all line item types.):				\$144.91
Overhead and Profit (15.00% Applies to all line item types.):				\$2,195.32
Grand Total:				\$16,830.77

Steve Scovel (Guernsey)
5555 North Grand Boulevard
Oklahoma City, Oklahoma 73112

Midwest City
100 N. Midwest Blvd.
Midwest City, Oklahoma 73110

Lippert Bros., Inc.
PO Box 17450 2211 E. I-44 Service Road
Oklahoma City, Oklahoma 73136-1450

Digitally signed by
Steve Scovel
Date: 2021.04.01
13:13:04-05'00'

Nick Bench
Project Manager
2021.03.22 15:44:47-05'00'

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

Nick Bench

From: Brian Martin <bmartin.hammer@gmail.com>
Sent: Tuesday, March 16, 2021 4:54 PM
To: Nick Bench
Subject: RE: Tree Burning C.O.

Good Evening Nick,

Below is the price to burn the trees onsite and to load out the trash that the city has offered to haul out. The burners I am throwing in so that we don't have any flare ups with the city on that end. This change order covers labor, fuel and equipment for the track hoe we will be keeping on rent for the burning and loading of the trash when the city has trucks available to load. Please let me know your thoughts.

<i>Item</i>	<i>Description</i>	<i>Units</i>	<i>Quantity</i>	<i>Time (Wks)</i>	<i>Unit Price</i>	<i>Total</i>
1	Burn Trees & Load Trash	wk	1.00	4.00	\$ 3,610.00	\$ 14,440.00

Thank you,

Brian Martin
Estimator



PO Box 721078

Norman, OK 73070-4830

P - 405.310.3160

C - 405.623.5129

From: [Nick Bench](#)
Sent: Thursday, March 11, 2021 8:24 AM
To: [Brian Martin](#)
Subject: RE: Tree Burning C.O.

Anything new on this?

Nick Bench
Project Manager



2211 E. I-44 Service Rd.



Grants Management
100 N. Midwest Boulevard
Midwest City, OK 73110
405.739.1216

TO: Honorable Mayor and Council

FROM: Terri L. Craft, Grants Manager

DATE: April 27, 2021

SUBJECT: Discussion and consideration of 1) approval of the proposed 2021 Action Plan, a part of the 2020-2024 Consolidated Plan and Strategy, for the use of 2021 Community Development Block Grant (CDBG) funds, 2) authorization of the Mayor to submit the approved and/or modified certifications to the U.S. Department of Housing and Urban Development, and 3) authorization of the Mayor and City Manager to enter into the necessary contracts to implement said program.

On March 22, 2021, the Citizens' Advisory Committee on Housing and Community Development conducted a public hearing and recommended approval of the 2021 Action Plan. A summary of the proposed plan was published in the *Midwest City Beacon* on March 24, 2021. During the 30-day comment period, copies of the proposed plan were available for public review at Midwest City Hall, Midwest City Library, Midwest City Senior Center, Midwest City Neighborhood Services Office, Midwest City Neighborhoods in Action Office and the City of Midwest City website. The final document will be posted on the City of Midwest City website at <https://www.midwestcityok.org/grants/page/public-documents-notice>.

The Consolidated Plan and annual action plans identify Midwest City's priority housing and non-housing community development needs and outline a strategy to address those needs within the CDBG program. An approved consolidated plan is a requirement for continued funding from the U.S. Department of Housing and Urban Development. The 2021 Action Plan reiterates goals and objectives, and contains descriptions of activities to be undertaken during fiscal year 2021-22 using CDBG funds, as recommended by the Citizens' Advisory Committee. It serves as Midwest City's application for 2021 Community Development Block Grant (CDBG) funding. A 2021 Action Plan budget summary is attached for your information.

Staff recommends approval of the attached proposed 2021 Action Plan and authorizations for certifications and contract documents.

Terri L. Craft
Grants Manager

PROPOSED
2021 CDBG ACTION PLAN BUDGET SUMMARY

2021 CDBG Allocation	\$ 393,559.00	(2020 - \$403,872)
Prior Year Funds	<u>\$ 124,203.00</u>	
TOTAL:	\$ 517,762.00	

Primary Systems Home Repair Program	\$ 100,000.00
Housing Services HOME HBA Program	\$ 2,000.00
Senior Social Services Program (Autumn House Social Svcs)	\$ 14,000.00
Before/After School Scholarships (Latchkey Child Services)	\$ 9,000.00
At-Risk Youth and Family Program (Mid-Del Youth & Family)	\$ 11,500.00
Homeless Services (Leah's Hope Transitional Annex)	\$ 9,000.00
Senior Transportation Services – COTPA	\$ 5,000.00
Mid-Del Group Home Transportation Exp	\$ 9,000.00
Municipal Complex ADA Sidewalk Improvements	\$ 140,000.00
Housing Rehab Admin, Payroll/Benefits, Fleet	\$ 119,432.00
Fair Housing, Gen Admin, Payroll/Benefits	\$ 66,055.00
Contingency	<u>\$ 32,775.00</u>
Total 2021 CDBG Budget:	\$ 517,762.00



The City of Midwest City

Community Development Block Grant Program

Year Two of the Five Year Consolidated Plan and Strategy

FY 2021 -2022 Annual Action Plan

Prepared by: Grants Management Department

Submitted to: U.S. Department of Housing and Urban Development
Oklahoma City Office, Region VI
Community Planning and Development
301 NW 6th Street, Suite 200
Oklahoma City, Oklahoma 73102



Executive Summary

2021 Action Plan

Year Two of the Five Year Consolidated Plan and Strategy 2020-2024

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Midwest City has prepared the 2020-2024 Consolidated Plan (Con Plan) as a requirement to receive U.S. Housing & Urban Development (HUD) Community Development Block Grant (CDBG) program funds. The Consolidated Plan outlines the needs, goals, and priorities for the City of Midwest City for a five year period through a needs assessment, strategic plan, and action plan, including the process of preparation, consultation, and administration. It is guided by the primary objectives of the Community Development Block Grant (CDBG) program: 1) providing decent housing; 2) a suitable living environment; and 3) expanded economic opportunities; principally benefiting persons of low to moderate income. An Annual Action Plan implements the strategies and provides a basis for allocating Community Development Block Grant (CDBG) resources. This document, the City of Midwest City's 2021 CDBG Action Plan, represents the goals and programming of funds for activities to be undertaken in year two of the five year Consolidated Plan covering the period of July 1, 2021 to June 30, 2022.

2. Summarize the objectives and outcomes identified in the Plan

Midwest City plans to use its CDBG funds for housing, community development and public service activities. Objectives and outcomes for 2020-2024 include:

1 - Decent, Affordable Housing:

- a. Provide low income (LI) homeowners with needed rehabilitation grants to address code deficiencies, accessibility and/or emergency repairs.
- b. Assist low to moderate (LMI) homeowners with financial assistance for home rehabilitation.
- c. Assist low to moderate (LMI) homebuyers with down payment financial assistance.
- d. Assist with transitional housing opportunities for homeless families.

e. Assist with increasing the supply of affordable infill housing within existing residential developments.

2 - Suitable Living Environments:

a. Invest in low and moderate income areas/clientele by improving or constructing infrastructure, public improvements, and public facilities.

b. Eliminate slum and blighted properties, city-wide, through acquisition, rehabilitation and/or demolition.

c. Provide public services to low and moderate income persons, through senior programs, at-risk youth programs, transportation assistance, crime prevention, homeless services, emergency services, programs for the disabled, child care/after school programs, educational programs, life skill programs, utility assistance, job training, improving quality of life, etc.

d. Promote and insure fair housing and equal opportunity in all programs.

3 – Economic Opportunity:

a. Encouraging economic independence and promoting economic development activities within Midwest City, to include job creation, job training and internships, life skill enhancement, higher education and technical education opportunities, Ticket to Rose Program Outreach, Volunteer Income Tax Assistance Program, etc.

3. Evaluation of past performance

The city's past programs have focused on community needs that continue to exist, including aging housing and infrastructure, neighborhood and public improvements, and public services. The programs the city has used to address these needs have been well received by residents and neighborhood organizations. Two additional CDBGCV supplements received by the City of Midwest City were directed to rent/utility assistance for residents affected by COVID and public service provider needs in the community. The City of Midwest City believes the programs proposed for the 2021 Action Plan year continue to be the most efficient and effective use of HUD Community Development Block Grant funds.

4. Summary of Citizen Participation Process and consultation process

Citizen participation in all stages of the consolidated planning process is essential in developing and maintaining a program that reflects the needs of the citizens. The City of Midwest City follows a detailed citizen participation plan in an effort to encourage communication, to provide for dissemination of information, and to develop and provide activities that reflect the needs of citizens and the city. The

Citizens' Advisory Committee on Housing and Community Development acts as an advisory body to the Midwest City Council on matters concerning HUD housing and community development programs. The committee meets on call, generally 3 to 4 times a year, during the planning process and to review the program performance. The citizen participation plan includes the advisory body, public hearings, outreach, public information methods, technical assistance, and the city's anti-displacement plan.

The City of Midwest City Grants Management Department staff coordinated the efforts of the city, to include residents, civic and business leaders, housing providers, private and public agencies, health, mental/health and service providers in the implementation of this Consolidated Plan and in coordinating efforts among agencies serving the homeless, veterans, youth, families, housing and shelter providers, health, mental health and institutions potentially discharging into homelessness, and at risk support providers. This coordination was made through phone calls, meetings, surveys, email, consultations, existing communications, mail correspondence; neighborhood, committee and community meetings; and other meetings/activities throughout the year.

5. Summary of public comments

See Section AP-12 for a public comments received during the development of the 2021 Action Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

All public comments were included in the consolidated planning document.

7. Summary

See above.

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PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	MIDWEST CITY	Grants Management Department

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Terri L. Craft

Grants Manager

City of Midwest City

100 N. Midwest Blvd.

Midwest City, OK 73110

405-739-1217

tcraft@midwestcityok.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City of Midwest City Grants Management Department staff coordinated the efforts of the city, residents, civic and business leaders, housing providers, private and public agencies, health, mental/health, other service providers, institutions potentially discharging into homelessness, and at risk support providers in the development of the 2020-2024 Consolidated Plan. This coordination is accomplished through phone and in person meetings, surveys, email, consultations, existing communications, mail correspondence; neighborhood, committee and community meetings; and other events/activities throughout the year.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Midwest City is in the jurisdiction of the Oklahoma Balance of State Continuum of Care, which includes the Oklahoma City metropolitan area entitlement cities of Midwest City, Edmond and Shawnee and a large part of rural Oklahoma (approximately 1/3 of the state). Since Midwest City is a part of this larger area Continuum of Care, the homeless population count and numbers are not available for the Midwest City community alone through the COC. North West Domestic Crisis Services in Woodward, Oklahoma is the lead entity for the Oklahoma Balance of State Continuum of Care. Midwest City works to identify and address the needs of homeless persons and persons at risk of homelessness through local resources, which include the Homeless Task Force initiated by the Midwest City Police Department. They are the first contact with homeless individuals encountered on the street panhandling or in makeshift encampments to distribute toiletry packs and provide assistance. Referrals are made through 211 and other service providers working through the Oklahoma City Continuum of Care in the metropolitan area.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Midwest City does not receive ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Throughout the consolidated plan and action planning process, Midwest City has endeavored to foster collaboration, problem solving, and to develop partnerships between government and private groups to achieve intended purposes. Consultation included public and private agencies that provide assisted housing, health services and social services, including providers to children, elderly, people with disabilities and their families and homeless providers. Agencies consulted and/or have provided feedback include:

- Alliance Midwest Hospital
- Community Action Agency of Oklahoma City and Oklahoma/Canadian Counties, Inc.
- Central Oklahoma Transportation and Parking Authority
- Oklahoma Department of Commerce
- Oklahoma Housing Finance Agency
- Metropolitan Fair Housing Council
- Catholic Charities
- Mid Del Youth & Family
- Autumn House
- Latchkey Child Care Services
- Mid Del Food Pantry
- Mission Mid Del
- Mid Del Group Homes
- Oklahoma County Social Services
- Oklahoma City Public Schools
- Boys and Girls Clubs of Oklahoma County
- Urban League of Greater Oklahoma City
- Oklahoma County District One
- Midwest City Chamber of Commerce
- Various City Neighborhood Associations
- Various City of Midwest City Departments – Community Development, Economic Development, Neighborhood Services, Community Services (Parks and Recreation, Senior Center, Community Center), Police Department, Public Works, City Management, City Attorney
- Various City committees – ADA Transition Committee, Park Board, Original Mile Revitalization Committee, Planning Commission, Citizens’ Advisory Committee, Census 2020 etc.
- Midwest City citizen public comments, through social media, web site comment, online surveys, email, mail, telephone or in person.

The Midwest City Citizens' Advisory Committee on Housing and Community Development specifically conducts needs meetings, public hearings, and reviews plans and funding prior to making CDBG recommendations to the Midwest City Council.

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Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting N/A

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Oklahoma Department of Commerce	The City of Midwest City will support the Balance of State Continuum of Care goals and objectives through activities funded locally and by other sources.
Midwest City Comprehensive Plan	City of Midwest City	Goals are consistent with Comprehensive Plan.
Comprehensive Economic Development Strategy (CEDS)	Association of Central Oklahoma Governments (ACOG)	Goals are consistent.
Revitalization Plan for the Original Mile	City of Midwest City	Goals are consistent.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Midwest City implements Housing and Community Development programs with funding provided by the US Department of Housing and Urban Development, as well as from other federal agencies, state and local agencies. These funds include the Community Development Block Grant (CDBG) and the Home Investment Partnership Program (HOME) through the Oklahoma Housing Finance Agency (OHFA). Every five years, the city prepares a Consolidated Plan that examines the community's needs and establishes performance goals and outcomes. The Con Plan is submitted in accordance with instructions prescribed by HUD.

The Con Plan includes a Citizens Participation Plan, which provides information on how the community may participate in the process. Copies of the Citizens Participation Plan are available at the Grants Management Department, 100 N. Midwest Blvd., Midwest City, OK 73110. The City of Midwest City develops Annual Action Plans for each year of the Con Plan (five years). The annual Action Plan details the specific programs and funding allocations to be made for the upcoming year. The programs contained within the annual Action Plan are in direct response to the needs and goals of the Con Plan. For the program year commencing on 7/1/2021, the annual Action Plan has been developed in association with the 2020-2024 Con Plan.

Midwest City's citizen participation efforts were broadened greatly in this consolidated planning cycle due to the ease in which information is accessible to the public through digital newsletters, social media, email, web-based surveys, Youtube and websites. The city has taken advantage of all digital opportunities but also continues to use physical surveys, document postings in public places, public hearings, newsletters, newspaper notices; and the review, input and recommendation provided by the Midwest City Citizens' Advisory Committee on Housing and Community Development, an advisory committee to the Midwest City Council.

Citizen Participation Outreach

Table 4 – Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	The Citizen Advisory Committee on Housing and Community Development on November 16, 2020 reviewed prior year progress and CAPER.	No Comments Received.		
2	Public Hearing, Flyers, Email, Letters, Internet	Non-targeted/broad community and direct outreach to organizations and persons associated with low income community.	The Citizen Advisory Committee on Housing and Community Development annual public needs meeting scheduled for January 25, 2021 comments were heard and documented	Comments on neighborhood crime and services offered to the homeless population	N/A All comments were accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community	The Citizens Advisory Committee on Housing and Community Development held a public hearing on March 22, 2021 to discuss the 2021 Action Plan and recommendation to city council.		N/A	
4	Public Notice, Web Site , Posted at library, NIA, Neighborhood Services	Non-targeted/broad community	Draft Action Plan available for review and comment prior to City Council Action to approve on April 27, 2021.			
5	Internet Outreach	Non-targeted/broad community	The City of Midwest City maintains a website where public comments regarding unmet needs in the community are encouraged and collected year round.			https://midwestcityok.org/449/Grants-Management

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Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-federal	Admin and Planning Economic Development Housing Public Improvements Public Services	393,559		124,203	517,762	1,200,000	Midwest City plans to receive CDBG funds at or below its current grant for the next three years.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

Midwest City will make every attempt to secure funding to continue its successful Homebuyer Assistance Program available to low and moderate income homebuyers. HOME funds competitively available through the Oklahoma Housing Finance Agency (OHFA) have been the primary funding source for Homebuyer Assistance. The City of Midwest City maintains a large HOME Program banked match balance which will satisfy program match requirements during this consolidated plan cycle. Local funds support Midwest City's Housing Rehabilitation Program and Transitional Housing Programs. Matching funds needed for other grant programs are typically addressed with local funds.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Midwest City currently has (4) vacant lots in the city's Original Mile Revitalization Area, (1) of which was originally acquired with Neighborhood Stabilization Program funds through the Oklahoma Department of Commerce (ODOC). The original land banking activity has been completed and has satisfied national objectives. The remaining lot will be part of an upcoming RFP to provide infill housing in the Original Mile Revitalization Area. Midwest City also supports (2) head start facilities, a Neighborhoods In Action Center, Neighborhood Services Center, Community Center and (5) transitional housing properties.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preservation of safe, decent affordable housing	2021	2022	Affordable Housing Housing Rehab HOME HBA Admin		Affordable Housing	CDBG: \$221,432	Homeowner Housing Rehabilitated: 23 Households HBA: 20 Households
2	Facilities, infrastructure, improvement needs	2021	2022	Homeless Non-Housing Community Development		Public Facilities / Infrastructure / Improvements	CDBG: \$140,000	Other: 1 Other
3	Provide public assistance and services	2021	2022	Homeless Non-Homeless Special Needs Non-Housing Community Development		Public Services	CDBG: \$57,500	Public service activities other than Low/moderate Income Housing Benefit: 1414 Persons Assisted
4	Planning and Administration/Promote Fair Housing & EO	2019	2020	Administration		Administration	CDBG: \$66,055	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Preservation of safe, decent affordable housing
	Goal Description	
2	Goal Name	Facilities, infrastructure, improvement needs
	Goal Description	
3	Goal Name	Provide public assistance and services
	Goal Description	
4	Goal Name	Planning and Administration/FH &EO
	Goal Description	

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

N/A

AP-35 Projects – 91.220(d)

The following projects are proposed for the city's 2021 CDBG Program.

Projects

#	Project Name
1	Primary Systems Home Repair
2	Housing Rehab Administration
3	Housing Services – HOME HBA
4	Senior Services
5	At Risk Youth Services
6	Before/After School Care Scholarships
7	Senior Medical Transportation Services
8	Homeless Services
9	Developmentally Disabled Services
10	Municipal Complex ADA Sidewalks
11	Administration/ Fair Housing
12	Unprogrammed Funds

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocation of funds is closely aligned with the housing and community development needs identified in the needs assessment, housing market analysis and contributed by staff, committee members and citizens who participated in the second year Action Plan. The primary and largest obstacle to addressing underserved needs is lack of funds.

Projects

AP-38 Projects Summary

Project Summary Information

1	Project Name	Primary Systems Home Repair
	Target Area	
	Goals Supported	Preservation of safe, decent affordable housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$100,000
	Description	Assistance available to low income homeowners in need of primary systems repair, emergency improvements or accessibility modifications to their homes.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Estimated 20 low income homeowners will benefit.
	Location Description	City-wide
	Planned Activities	
2	Project Name	Housing Rehab Administration
	Target Area	
	Goals Supported	Preservation of safe, decent affordable housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$119,432

	Description	Payroll, administrative, and fleet expenses for the Housing Rehabilitation Specialist
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	(3) low to moderate income households will benefit from the Housing Rehabilitation Loan Program in addition to the (20) estimated Primary Systems Home Repair Program beneficiaries mentioned in Activity No. 1
	Location Description	
	Planned Activities	
3	Project Name	Housing Services HOME Program
	Target Area	
	Goals Supported	Preservation of safe, decent affordable housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$2,000
	Description	Property Maintenance Code Inspections and Homebuyer Counseling – HOME Home Buyer Assistance Program
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	(20) low to moderate income households (first time homebuyers) will benefit from the Homebuyer Assistance Program.
	Location Description	City-wide
	Planned Activities	
	Project Name	Senior Services

4	Target Area	
	Goals Supported	Preservation of safe, decent affordable housing Provide public assistance and services
	Needs Addressed	Public Services
	Funding	CDBG: \$14,000
	Description	Daily senior public services and activities to include: coordinator, supplies, food, activity and transportation expenses.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	175 low income seniors and disabled citizens
	Location Description	Autumn House , low income congregate living facility located at 500 Adair Blvd. Midwest City, OK
	Planned Activities	Social services and activities that will meet the needs of the senior and disabled residents.
5	Project Name	At Risk Youth Services
	Target Area	
	Goals Supported	Provide public assistance and services
	Needs Addressed	Public Services
	Funding	CDBG: \$11,500
	Description	Public services provided to at risk youth in community to include counseling, case management, classes, programs, etc.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 650 At risk low income youth and their families will benefit from the services provided.
	Location Description	Services will take place primarily at Mid-Del Youth and Family Services located at 2801 Parklawn Dr. Midwest City, OK 73110. Additional services may be provided at local schools.
	Planned Activities	Activities provided include counseling, classes, outreach, and case management.
6	Project Name	Before/After School Care Scholarships
	Target Area	
	Goals Supported	Provide public assistance and services
	Needs Addressed	Public Services
	Funding	CDBG: \$9,000
	Description	Scholarships provided to low and moderate income families for children to attend before/after school programs.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	This funding will provide approximately 10 low to moderate income families with partial scholarships for before/after school child care.
	Location Description	The program takes place at several local elementary schools throughout Midwest City.
	Planned Activities	Before/After school child care scholarships.
7	Project Name	Senior Transportation Services
	Target Area	
	Goals Supported	Provide public assistance and services
	Needs Addressed	Public Services

	Funding	CDBG: \$5,000
	Description	Senior transportation services provided to seniors for medical appointments in partnership with the Central Oklahoma Transportation and Parking Authority (COTPA).
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 450 senior Midwest City residents in need of assistance for transportation to medical appointments, etc.
	Location Description	Residents within ¼ mile of Route 15 Bus Route can participate
	Planned Activities	Senior/Disabled transportation
8	Project Name	Homeless Services
	Target Area	
	Goals Supported	Provide public assistance and services
	Needs Addressed	Public Services
	Funding	CDBG: \$9,000
	Description	Rent and utilities to support Transitional Annex for homeless services.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	105 persons – LMC Homeless
	Location Description	City-Wide
	Planned Activities	Provide facility support serving homeless families with needed services and case management.
	Project Name	Developmentally Disabled Services

9	Target Area	
	Goals Supported	Provide public assistance and services
	Needs Addressed	Public Services
	Funding	CDBG: \$9,000
	Description	Funds will provide essential transportation for residential and community based developmentally disabled clients to workshop, employment sites and healthcare appointments.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	24 LM Individuals
	Location Description	
	Planned Activities	Purchase of handicapped accessible van for transportation of clients.
10	Project Name	Municipal Complex ADA Sidewalks
	Target Area	
	Goals Supported	Facilities, infrastructure, improvement needs
	Needs Addressed	Public Facilities / Infrastructure / Improvements
	Funding	CDBG: \$140,000
	Description	Construction of ADA accessible sidewalk and reconstruction of community center ramped sidewalk to ADA standards.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	LMA – CT1080.08 1,847 Households
	Location Description	100-200 N. Midwest Blvd.
	Planned Activities	Construction of ADA sidewalk connecting library to Reno Ave. and reconstruction of Community Center south facing ramp to ADA standards.
11	Project Name	Administration
	Target Area	
	Goals Supported	Planning and Administration
	Needs Addressed	Administration
	Funding	CDBG: \$66,055
	Description	CDBG program administration expenses, including payroll, office supplies, publications, wages, equipment, travel, training, fair housing.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	
	Planned Activities	
12	Project Name	Unprogrammed Funds
	Target Area	
	Goals Supported	
	Needs Addressed	

Funding	CDBG: \$32,775
Description	
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	

Table 9 – Project Summary

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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

All of Midwest City's housing programs are available citywide, which include low-income and minority concentrated areas. Public improvements or public facilities will benefit identified low and moderate income areas or low/mod clientele.

Geographic Distribution

Target Area	Percentage of Funds

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Midwest City does not allocate CDBG investment geographically or in targeted areas, other than census defined low and moderate income areas.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	43
Special-Needs	0
Total	43

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	23
Acquisition of Existing Units/HBA	20
Total	43

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

Affordable housing goals may be met by Midwest City's housing rehabilitation programs - Housing Rehabilitation Loan Program (3), Primary Systems Home Repair Program (20) and the HOME funded Homebuyer Assistance Program (20). (5) Homeless households are also supported by Midwest City's Transitional Housing Program and are not reflected in the above numbers.

AP-60 Public Housing – 91.220(h)

Introduction

Midwest City does not have a public housing authority.

Actions planned during the next year to address the needs to public housing

Not applicable.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Not applicable.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

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AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The city works to identify and address the needs of homeless persons and persons at risk of homelessness through local resources, referrals to 211 and other service providers in the metropolitan area. Midwest City has historically only documented a handful of chronically homeless over the years, seeing our most pressing need to be assisting those at risk of homelessness in the community, however, in the past five years, the city has seen an increase in transitory homeless persons. The Midwest City Police Department created a homeless task force to serve as the initial contact, providing information, toiletry packets and assistance. Being in such close proximity to Oklahoma City shelters and social services, any immediate needs are satisfied through those entities. The 211 referral service refers to Oklahoma City providers, however, referrals often return to our community by way of transitional or permanent housing opportunities.

Addressing the emergency shelter and transitional housing needs of homeless persons

Midwest City owns and operates (5) single family structures used as transitional housing for homeless families, receiving referrals from homeless providers to provide case management and wrap-around services to families residing in the city's properties. There are 2 additional transitional housing providers in Midwest City for women and their families one operated by Catholic Charities, with a capacity of 20 and the other Leah's Hope providing 3 of transitional units as well as a transitional annex that provides services and skills classes. Midwest City is also home to a 11-bed emergency youth facility operated by Mid-Del Youth & Family.

The city contracts with Oklahoma County to support an Emergency Utility Assistance Program. Daily and weekly bus passes are also distributed through the local hospital, the MWCPD Jail Diversion Program and the Neighborhoods In Action/Community Action Agency staff. Many local churches and organizations provide other needed services, such as meals, food, and clothing to the at-risk community.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were

recently homeless from becoming homeless again

The City of Midwest City is not a direct recipient of the Emergency Solutions Grant (ESG) which could assist with housing the homeless and providing services to prevent homelessness, re-house or otherwise permanently house the homeless. It is the intent of the city to improve its coordination with those entities in the community that may come in contact with those experiencing homelessness in order to improve the city's assessment of need and plan appropriately for needed resources and service referrals. The Midwest City Police Department has recently organized a Homeless Outreach Team to address an increase of homeless persons in Midwest City over the past few years. It is anticipated that additional data will be obtained and evaluated through the Outreach Team's efforts.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City of Midwest City is not a direct recipient of the Emergency Solutions Grant (ESG) to assist with housing the homeless and providing services to prevent homelessness, re-house or otherwise permanently house the homeless. It is the intent of the city to improve its coordination with those entities in the community that may come in contact with those experiencing homelessness in order to improve the city's assessment of need and plan appropriately for needed resources and service referrals. The Midwest City Police Department has recently organized a Homeless Outreach Team to address an increase of homeless persons in Midwest City over the past few years. It is anticipated that additional data will be obtained and evaluated through the Outreach Team's efforts.

Discussion

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

N/A

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Midwest City has not identified any public policies that increase the cost of housing. . Building codes adopted by the city are supported by the State of Oklahoma. The city will endeavor to remove or lessen the effects of any identified public policies that serve as barriers to affordable housing. The City of Midwest City recognizes the need for fair housing services and contracts annually with the Metropolitan Fair Housing Council to provide educational presentations, public information services, counseling, and testing. Midwest City promotes and supports equal opportunity and will continue to affirmatively further fair housing in all of its housing programs.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

To address affordable housing, the City of Midwest City will continue to work with partners to educate the public regarding affordable housing and fair housing information to insure that all barriers have been identified. The City will continue to focus on programs to fill the gap between available resources and housing costs. Included in this plan is a priority to address affordable housing by increasing and improving the available housing stock and the continuation of the owner occupied housing rehabilitation programs. The City will also work with partner organizations who service the elderly, disabled, and low income families to support affordable housing and supportive infrastructure needs.

AP-85 Other Actions – 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

The City of Midwest City will continue to identify community partners to assist with and address the needs of the underserved in the community. By working with these partners the city hopes to develop public services offered by organizations within our community to specifically address resident's needs.

Actions planned to foster and maintain affordable housing

Midwest City will continue to offer housing rehabilitation and homebuyer assistance programs as long as funding resources are available. Midwest City will continue to seek out other funding sources and programs to complement existing activities and address need in the community.

Actions planned to reduce lead-based paint hazards

Lead hazard reduction and abatement will continue to be an important component of the city's rehabilitation programs. Staff will pursue educational opportunities for lead based paint training, educating contractors of the requirements and needed training, and will work to identify additional funds sources to address this issue.

Actions planned to reduce the number of poverty-level families

Midwest City, in addition to providing programs and services that assist poverty level families, will make every attempt to refer families seeking assistance to the appropriate service agency.

Actions planned to develop institutional structure

There are no plans to develop additional institutional structure.

Actions planned to enhance coordination between public and private housing and social service agencies

Midwest City will attempt to coordinate and provide information to private housing and social service agencies regarding rental assistance available through the Oklahoma Housing Finance Agency (OHFA).

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	

Other CDBG Requirements

1. The amount of urgent need activities	
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. (2021)	70.00%

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
--	--	--

* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>
---	--

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
--	---

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

8. APPLICANT INFORMATION:

* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="73-6027530"/>	* c. Organizational DUNS: <input type="text" value="0773266010000"/>
--	---

d. Address:

* Street1:	<input type="text" value="100 N. Midwest Blvd."/>
Street2:	<input type="text"/>
* City:	<input type="text" value="Midwest City"/>
County/Parish:	<input type="text"/>
* State:	<input type="text" value="OK: Oklahoma"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="73110-4319"/>

e. Organizational Unit:

Department Name: <input type="text" value="Grants Management Department"/>	Division Name: <input type="text"/>
---	--

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: <input type="text" value="Ms."/>	* First Name: <input type="text" value="Terri"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Craft"/>	
Suffix: <input type="text"/>	
Title: <input type="text" value="Grants Manager"/>	

Organizational Affiliation:

* Telephone Number: <input type="text" value="405-739-1217"/>	Fax Number: <input type="text" value="405-869-8636"/>
---	---

* Email:

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

CDBG Entitlement Grant

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="393,559.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="393,559.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

Signature of Authorized Official

Date

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) _____ [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.

Signature of Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



The City of Midwest City

NEIGHBORHOODS IN ACTION

1124 N. DOUGLAS BLVD. * MIDWEST CITY, OKLAHOMA,
73130 * (405) 736-1973 * FAX * (405) 869-9289

TO: Honorable Mayor and Council

FROM: Tom Bridgett, Neighborhoods in Action Coordinator

Date: April 27, 2021

Subject: Discussion and consideration of approving and entering into a contract in an amount not to exceed \$2,200.00 for fiscal year 2021-2022 with Crutchco Public School to establish the terms and conditions under which Crutchco Public School will provide a school bus and driver for Neighborhoods in Action (NIA) Youth Summer Camp.

Crutchco Public School will provide transportation equipment ("buses") and bus operators ("drivers") for the transportation of Summer Camp participants (children between the ages of 8 and 12, and Neighborhoods in Action staff and volunteers) to and from Summer Camp activities at locations in the Oklahoma City metro area.

This contract, a copy which is attached for your review, provides for a comprehensive scope of services associated with the transportation of NIA Summer Youth Camp participants, staff and volunteers.

Staff recommends approval.

Tom Bridgett
Neighborhoods in Action Coordinator

Attachment (1)

CRUTCHO PUBLIC SCHOOL
Use of District Transportation Equipment
(School District Bus Lease Contract)

This contract is made and entered into by and between Crutcho Public School of Oklahoma County (“Crutcho”) and the City of Midwest City, a municipal corporation (“City”).

City desires to enter into this contract with Crutcho whereby Crutcho will provide transportation equipment (“buses”) and bus operators (“drivers”) for the transportation of Summer Camp participants (children between the ages of 8 and 12, and Neighborhoods in Action staff and volunteers) to and from Summer Camp activities at locations in the Oklahoma City metro area.

Therefore, in consideration of the mutual conditions and agreements herein contained and, intending to be legally bound, the parties agree as follows:

1. The transportation to be furnished by Crutcho under this contract will commence on June 21, 2021 and will terminate July 25, 2021.

2. City shall pay Crutcho \$ 22.00 per hour for each hour Crutcho provides City with transportation, including buses and drivers, for a maximum of 20 hours per week for a total of five weeks. During the term of this contract, total compensation that will be paid to Crutcho for transportation shall not exceed a total of \$2,200.00.

3. All buses provided by Crutcho for the performance of this contract will comply with Crutcho policies and regulations, and state laws, rules and regulations applicable to transportation equipment used to transport school children including, but not limited to, the rules of the Oklahoma State Department of Education.

4. Crutcho will be responsible for all fuel, repairs and maintenance for the buses, and replacement buses should the need arise.

5. Crutcho will provide a qualified driver who is an employee of Crutcho and who meets all the requirements to operate a school bus and transport school children in the State of Oklahoma.

6. A Certificate of Insurance must be provided by Crutcho indicating minimum liability coverage in the amount of:

- a) \$ 100,000.00 property damage;
- b) \$ 100,000.00 personal injury each accident or occurrence; and
- c) \$1,000,000.00 aggregate (all claims for any one occurrence).

7. Crutcho shall not be liable to City and there will be no adjustment in the contract amount for days on which Crutcho’s buses are unable to operate through no fault of Crutcho, such as adverse weather conditions.

8. Any notice from one party to the other party concerning this contract shall be in writing and shall be given by certified mail, return receipt requested, or in person by hand delivery to Crutchto at 2401 North Air Depot Boulevard, Oklahoma City, Oklahoma 73141 or to City at 100 North Midwest Boulevard, Midwest City, Oklahoma 73110.

9. Any changes to this contract must be presented and approved by both parties at least 48 hours in advance of the commencement date.

10. Any changes or modifications to the terms of this contract must have the signatures of both parties.

This contract represents the entire understanding between and among the parties concerning the subject matter hereof. Neither party may assign this contract.

The parties have approved and executed this contract, Crutchto on the _____ day of _____, 2021 and City on the _____ day of _____, 2021.

CRUTCHO PUBLIC SCHOOLS OF OKLAHOMA
COUNTY, OKLAHOMA

ANTONIA JENNINGS, Board President

ATTEST:

JAMES ERIKA, Board Secretary

CITY OF MIDWEST CITY, a municipal corporation

MATHEW D. DUKES, II Mayor

ATTEST:

SARA HANCOCK, City Clerk

APPROVED as to form and legality this _____ day of _____, 2021.

VICKI FLOYD, Asst. City Attorney



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

To: Honorable Mayor and Council

From: Debra Wagner, Emergency Manager

Date: April 27, 2021

Subject: Discussion and consideration of accepting and entering into an Agreement for the Sub-Grant of Emergency Management Performance Grant Program Funds with the State of Oklahoma Department of Emergency Management and Homeland Security (OEMHS) in the amount of \$20,000 effective October 1, 2020. This grant is designated by OEMHS as EMPG 999. The purpose of the grant is to encourage the development of comprehensive disaster preparedness and assistance plans, programs, capabilities, and organizations by state, local, tribal, and territorial emergency management agencies.

This sub-grant will provide additional funding for developing the City's Emergency Management program, to better prepare the City for effectively responding to disasters and emergencies. Payments to the local jurisdiction will be made on a quarterly basis according to the schedule provided in this performance grant.

This award is designed to supplement the City's Emergency Management budget and facilitate program expansion and improvement. Future grant eligibility is contingent upon completion of the scope of work contained in the attached performance grant agreement.

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Debra Wagner".

Debra Wagner
Emergency Manager

MARK GOWER
State Director



J. KEVIN STITT
Governor

STATE OF OKLAHOMA
DEPARTMENT OF EMERGENCY MANAGEMENT
AND HOMELAND SECURITY

September 23, 2020

Jurisdiction: City of Midwest City

Re: Emergency Management Performance Grant

Your application for financial assistance submitted under the Emergency Management Performance Grant (EMPG) has been approved in the amount of \$20,000.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Agreement Articles (attached to this Award Letter)
- Executed Application Document
- EMPG Notice of Funding Opportunity (NOFO).

A temporary hold will be placed on funding pending the submission of:

- **Finalized and signed budget**

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award. **To establish acceptance of the award and its terms, please sign and return this award document.**

Sincerely,

A handwritten signature in blue ink that reads "Mark Gower".

Mark Gower, C/CISCO, CISSP, CISM, CBCP
Director



Emergency Management Performance Grant Program

EMPG 999

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Emergency Management Performance Grant Program

EMPG 999

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Emergency Management Performance Grant Program

EMPG 999

Agreement Articles

Article I - USA PATRIOT Act of 2001

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), Pub. L. No. 107-56, which amends 18 U.S.C. sections 175-175c.

Article II - Universal Identifier and System of Award Management

Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

Article III - Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article IV - SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article V - Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. sections 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Article VI - Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

Article VII - Americans with Disabilities Act of 1990

Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. sections 12101-12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

Emergency Management Performance Grant Program

EMPG 999

Article VIII - False Claims Act and Program Fraud Civil Remedies

Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. sections 3729-3733, which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. sections 3801-3812, which details the administrative remedies for false claims and statements made.)

Article IX - Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article X - Federal Leadership on Reducing Text Messaging while Driving

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government

Article XI - Reporting Subawards and Executive Compensation

Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article XII - Non-Supplanting Requirement

Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Article XIII - Best Practices for Collection and Use of Personally Identifiable Information (PII)

Recipients who collect PII are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.

Article XIV - National Environmental Policy Act

Recipients must comply with the requirements of the National Environmental Policy Act of 1969 (NEPA), Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. section 4321 et seq.) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

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Article XV - Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (1973), (codified as amended at 29 U.S.C. section 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article XVI - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. section 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article XVII - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. section 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, (codified as amended at 15 U.S.C. section 2225.)

Article XVIII - Trafficking Victims Protection Act of 2000 (TVPA)

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. section 7104. The award term is located at 2 C.F.R. section 175.15, the full text of which is incorporated here by reference.

Article XIX - Reporting of Matters Related to Recipient Integrity and Performance

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article XX - Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award.

Article XXI - Assurances, Administrative Requirements, Cost Principles, Representations and Certifications

DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances - Non-Construction Programs, or OMB Standard Form 424D Assurances - Construction Programs, as applicable. Certain assurances in these

Emergency Management Performance Grant Program

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documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

Article XXII - Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C. section 2409, 41 U.S.C. section 4712, and 10 U.S.C. section 2324, 41 U.S.C. sections 4304 and 4310.

Article XXIII - Patents and Intellectual Property Rights

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. section 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. section 401.14.

Article XXIV - Energy Policy and Conservation Act

Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. No. 94- 163 (1975) (codified as amended at 42 U.S.C. section 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article XXV - Civil Rights Act of 1964 - Title VI

Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. section 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article XXVI - Notice of Funding Opportunity Requirements

All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

Article XXVII - Lobbying Prohibitions

Recipients must comply with 31 U.S.C. section 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

Emergency Management Performance Grant Program

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Article XXVIII - Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article XXIX - Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. sections 8101-8106).

Article XXX - Acknowledgement of Federal Funding from DHS

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article XXXI - Age Discrimination Act of 1975

Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, section 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

Article XXXII - Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. Section 200.313.

Article XXXIII - Activities Conducted Abroad

Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article XXXIV - DHS Specific Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

Emergency Management Performance Grant Program

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5. Recipients of federal financial assistance from DHS must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award or, for State Administering Agencies, thirty (30) days from receipt of the DHS Civil Rights Evaluation Tool from DHS or its awarding component agency. After the initial submission for the first award under which this term applies, recipients are required to provide this information once every two (2) years as long as they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>.

6. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

Article XXXV - Civil Rights Act of 1968

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. section 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

Article XXXVI - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (1972) (codified as amended at 20 U.S.C. section 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

Article XXXVII - Fly America Act of 1974

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. section 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. section 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

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Article XXXVIII - Debarment and Suspension

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article XXXIX - Use of DHS Seal, Logo and Flags

Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XL - Prior Approval for Modification of Approved Budget

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. Section 200.308. DHS/FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. Section 200.308(e) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the Federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article XLI - Procurement of Recovered Materials

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. section 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

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Grant Award Acceptance Page

By signing below, the jurisdiction of **the City of Midwest City** is accepting the terms and conditions of the Emergency Management Performance Grant (EMPG) for the Federal Fiscal Year of 2020 - 2021.

Approved By:

Signature: Matthew D. Dukes II Date: 10-20-2020

Highest Elected Official

Printed: Matthew D. Dukes II, Mayor

Signature: Debra M. Wagner Date: 10-15-2020

Emergency Management Director

Printed: Debra M. Wagner



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, AICP, 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

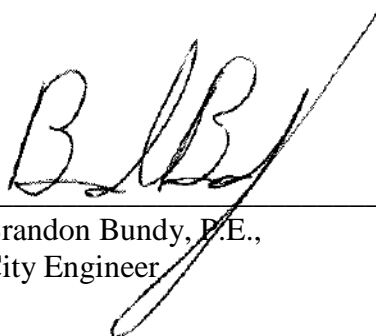
FROM : Brandon Bundy, P.E., City Engineer

DATE : April 27th, 2021

SUBJECT : Discussion and consideration of accepting a grant of Permanent Easement from John and Emma Wassilak across a certain parcel of land located within the corporate boundaries of Midwest City, being part of the Southeast Quarter (SE/4) of the Northeast Quarter (NE/4) of Section Five (5), Township Eleven (11) North, Range One (1) West of the Indian Meridian, Oklahoma County, Oklahoma.

The proposed home being constructed at 815 Helm Drive is required to extend public sanitary sewer per ordinance 43-109 which states any new building built within 300 feet of an existing public sanitary sewer must extend to serve the new building.

Staff recommends accepting the easement.



Brandon Bundy, P.E.,
City Engineer

Attachments

GRANT OF PERMANENT EASEMENT

KNOW ALL BY THESE PRESENTS:

That John and Emma Wassilak, of Oklahoma County, Oklahoma, (grantor) for good and valuable consideration, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto The City of Midwest City, a public trust, (grantee) a permanent public easement across, over and under the following described lots, tracts or parcels of land situated in Oklahoma County, State of Oklahoma, to-wit:

A tract of land being a part of the Southeast Quarter (SE/4) of the Northeast Quarter (NE/4) of Section Five (5), Township (11) North, Range One (1) West of the Indian Meridian, Oklahoma County, Oklahoma, more particularly described as follows:

A 20.00 foot tract of land being 10.00 feet on each side of the following described centerline. COMMENCING at the Southeast Corner of Lot Twenty two (22), Block One (1), of COUNTRY PLACE ESTATES, a recorded plat in Oklahoma County, Oklahoma, said Point of Commencement also being the Southeast Corner of the West Half of the Northeast Quarter (W/2 NE/4) of Section Five (5), Township (11) North, Range One (1) West of the Indian Meridian; thence N00°09'14"W along the East line of Lot 22, said line also being the basis of bearing for this description, a distance of 10.00 feet to the POINT OF BEGINNING; thence N89°15'55"E and parallel with the South line of the Northeast Quarter (NE/4) a distance of 34.70 feet to the POINT OF TERMINATION.

This easement is granted for the purpose of enabling the City of Midwest City, its officers, agents, contractors and employees to go upon, layout, construct, change, and or build any and all public improvements of whatsoever nature upon the above-described lots, parcels or tracts of land and includes the permanent right of ingress and egress for employees, tools and equipment of the City of Midwest City, its officers, agents, contractors and employees.

The consideration herein covers all kinds and character of damages or injury that may be sustained directly or indirectly to any lands owned by the Grantor by reason of the construction and maintenance of such improvements.

Grantor hereby covenants and warrants that at the time of the delivery of this easement that the above-described real estate and premises are free of all liens and claims whatsoever, except -none- and that they will, so long as this easement is in full force and effect, defend the same unto the City of Midwest City against all claiming to the contrary.

WITNESS the hands of the parties this 27 day of March, 2021



John Wassilak



Emma Wassilak

STATE OF OKLAHOMA)
)ss.
COUNTY OF OKLAHOMA)

Before me, the undersigned Notary Public in and for the state and county aforesaid, on this

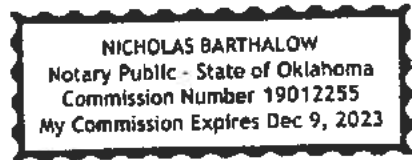
27 day of March, 2021 personally appeared John

and Emma Wassilak, to me known to be the identical persons who executed the within and foregoing

instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the purposes set out herein set forth.

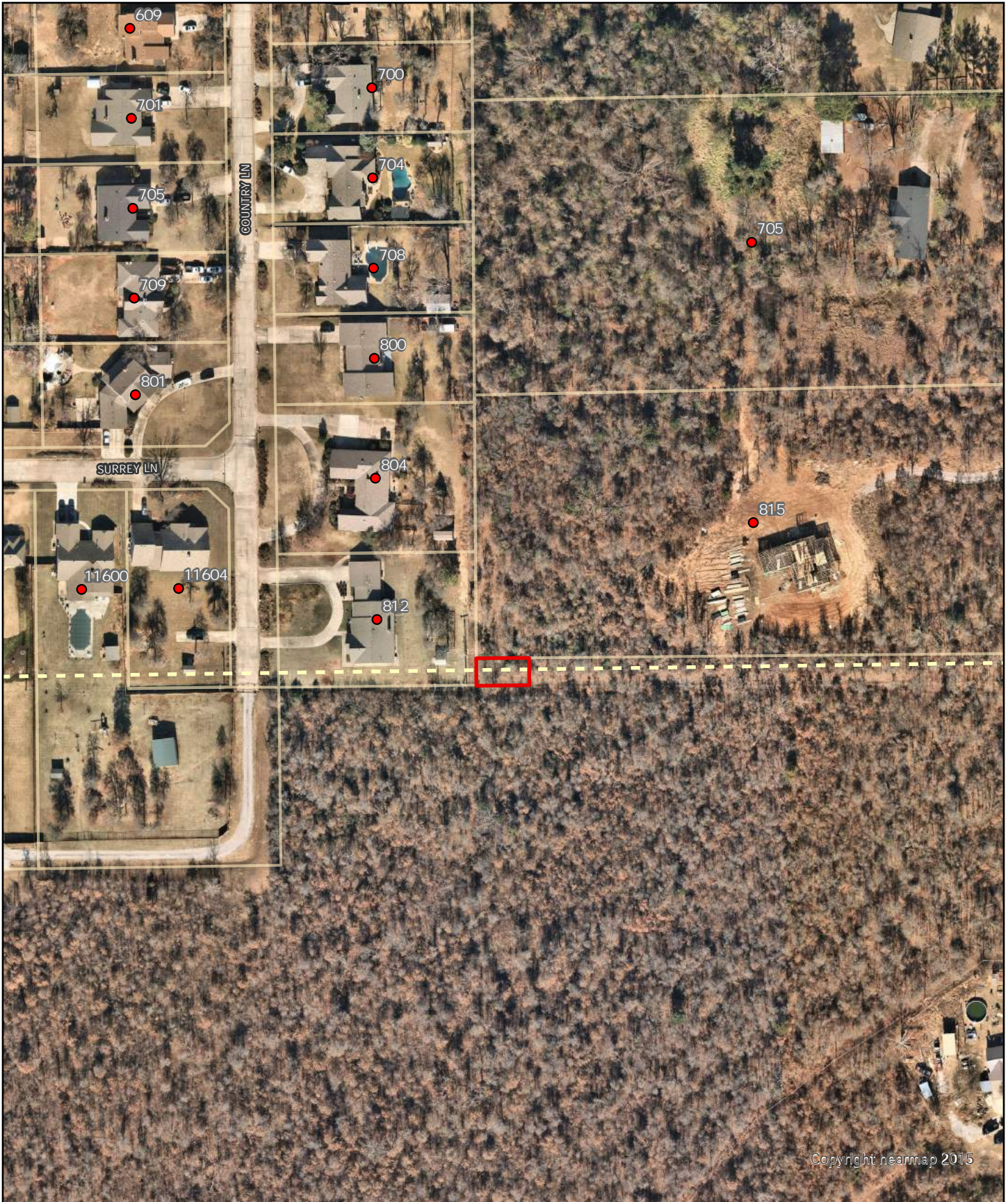
WITNESS the hand and seal this 27 day of March, 2021

My Commission expires: Dec 9, 2023 Nicholas Barthallow
NOTARY PUBLIC



Approved by City Attorney _____ Date: _____

Approved by Chairman _____ Date: _____



Copyright hereamap 2015

1 in = 150 ft
when printed actual size
on 8-1/2"x11" 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.



CITY of MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT
ENGINEERING DIVISION

Billy Harless, Community Development Director
Brandon Bundy, P.E., City Engineer

ENGINEERING DIVISION
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COMPREHENSIVE PLANNER
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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 : April 27th, 2021

SUBJECT : Discussion and consideration of change order #3 amending the contract with Shiloh Enterprises, Inc. to construct the Animal Services Center in an increase of \$3,995.25 to add additional drywall and adding 31 additional days of time related to delays caused by COVID-19.

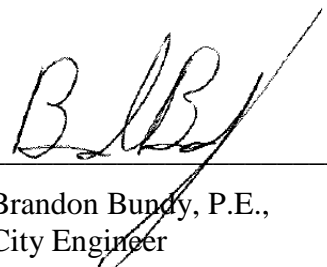
The attached change order is for the construction of the Animal Services Center still underway. This change order is a culmination of various field changes.

COR#3 – Additional Drywall, \$3,995.25. Our architect, Selser Schaefer, has asked to add some additional drywall related work in the lobby where there are dis-similar building joints. This will yield a more finished look to the lobby area. Much of the work is custom and will require high overhead work by the subcontractor.

Delay Days related to COVID-19 – The contractor has had various subcontractors unable to work due to a loss of man power related to COVID-19. This is a culmination of the entire project from beginning to this point. The total days being asked for this project is 31 additional days to the contract.

This will increase the original contract by \$3,995.25, bringing the new contract amount to \$2,798,995.53. The additional 31 delay days will bring the new contract length to 424 total days.

The funding for this project is appropriated in project #1019G1 Fund 270-10



Brandon Bundy, P.E.,
City Engineer

Attachment



AIA Document G701 – 2017

Change Order

PROJECT: (Name and address)
MWC Animal Services Center -0461
8485 East Reno
Midwest City, Oklahoma 73110

CONTRACT INFORMATION:
Contract For: General Construction
Date: 3/11/20

CHANGE ORDER INFORMATION:
Change Order Number: 003
Date: 4/14/2021

OWNER: (Name and address)
City Of Midwest City
100 North Midwest Blvd
Midwest City, Oklahoma 73110

ARCHITECT: (Name and address)
Selsler Schaefer Architects
2002 East 6th Street
Tulsa, Oklahoma 74104

CONTRACTOR: (Name and address)
Shiloh Enterprises, Inc.
5720 N. Industrial Boulevard
Edmond, Oklahoma 73034

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

COR#03 Interior Drywall Field Issues - \$3,995.25.
Construction delays due to COVID - 31 days

The original Contract Sum was	\$ 2,731,200.00
The net change by previously authorized Change Orders	\$ 63,800.28
The Contract Sum prior to this Change Order was	\$ 2,795,000.28
The Contract Sum will be increased by this Change Order in the amount of	\$ 3,995.25
The new Contract Sum including this Change Order will be	\$ 2,798,995.53

The Contract Time will be increased by thirty-one (31) days.
The new date of Substantial Completion will be June 11th 2021

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Selsler Schaefer Architects
ARCHITECT (Firm name)

Shiloh Enterprises, Inc.
CONTRACTOR (Firm name)

City Of Midwest City
OWNER (Firm name)

SIGNATURE

SIGNATURE

SIGNATURE

Jeffrey Thomas, Associate Principal
PRINTED NAME AND TITLE

Steve Preston, President
PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

4/14/2021
DATE

4/14/21
DATE

DATE



GENERAL CONSTRUCTION
MANAGEMENT
5720 N. I-35 Industrial Blvd.
Edmond, Ok. 73034

405-341-5500 Phone

405-341-7106 Fax

4/13/2021

**Midwest City Animal Service Center
COR#3-Additional Drywall**

	ADD	DEDUCT
Southwest	\$2,875.00	
Advanced Painting	\$930.00	

Note: No additional days requested for this work.

Subtotal	<hr/>	\$3,805.00
OH&P 10%		\$190.25
Total	<hr/>	\$3,995.25



SOUTHWEST

DRYWALL

Phone: (405)463-7171. FAX: (405)463-7173. 13919 N Harvey Ave; Edmond, OK 73013

Request for Change Order #003

To: David French	Project Manager: Jeremy Carey	Cell Phone: (405)414-5151	Email Address: Jeremy@southwestdrywall.com
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Firm: Shiloh Enterprises	Project Name & Location: MWC ANIMAL SERVICES	Date Submitted: April 07, 2021
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Cover beam and fill per attached photos.

Labor:	\$1236.00
Material:	\$1639.00

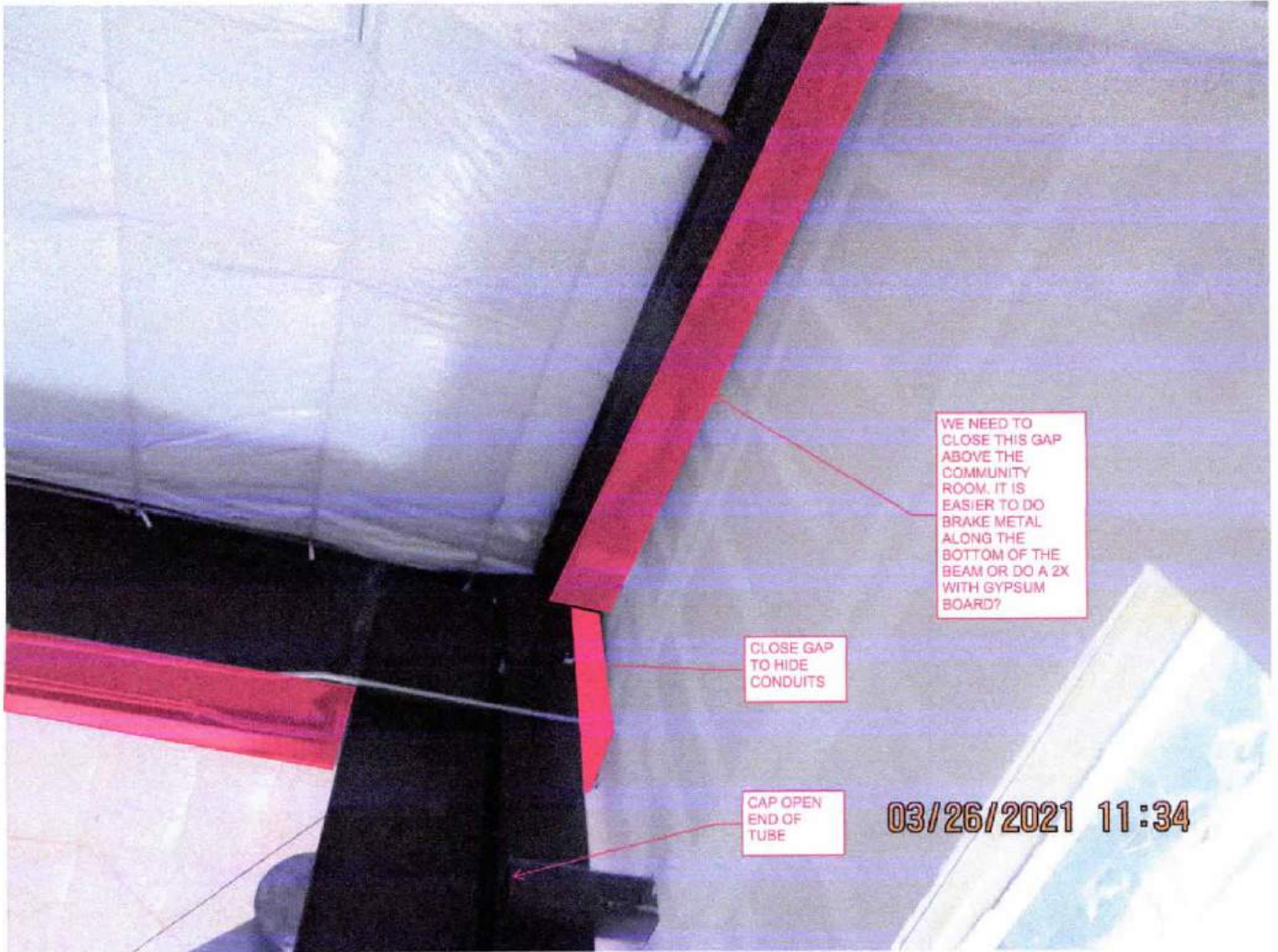
Request for Change Order #3:

: \$2875.00

Thank You,

Jeremy Carey

Jeremy Carey
Project Manager
SouthWest Drywall

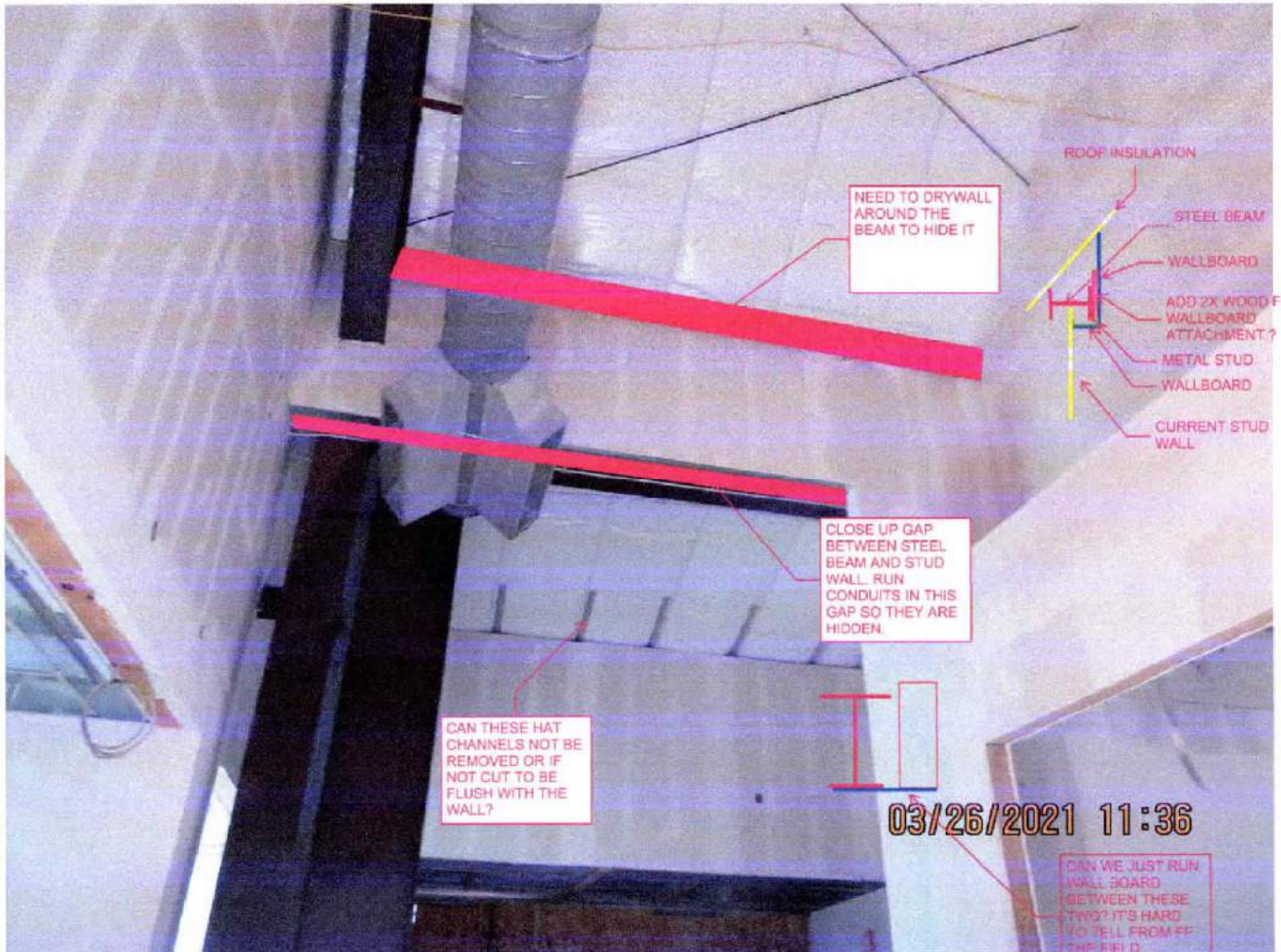


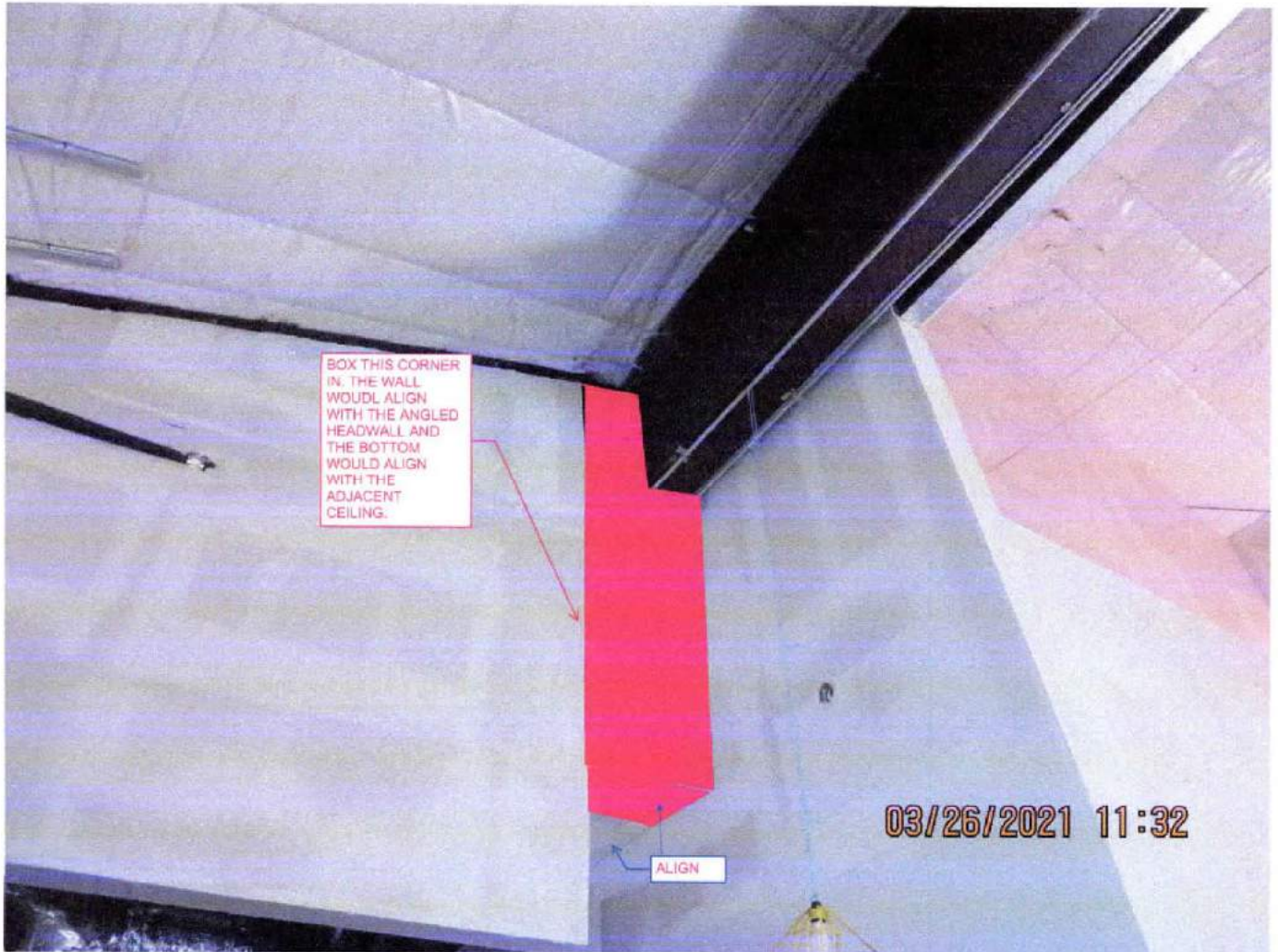
WE NEED TO CLOSE THIS GAP ABOVE THE COMMUNITY ROOM. IT IS EASIER TO DO BRAKE METAL ALONG THE BOTTOM OF THE BEAM OR DO A 2X WITH GYPSUM BOARD?

CLOSE GAP TO HIDE CONDUITS

CAP OPEN END OF TUBE

03/26/2021 11:34





BOX THIS CORNER IN. THE WALL WOULD ALIGN WITH THE ANGLED HEADWALL AND THE BOTTOM WOULD ALIGN WITH THE ADJACENT CEILING.

ALIGN

03/26/2021 11:32

5500 N Western Ave, Suite 146 Oklahoma City, OK 73118 - Off: 405-227-9412 Fax 405-213-1492

Change Order Request

GC: Shilon Enterprises Inc.
Address: 5720 N. I 35 Industrial BLVD
Attn: Steve Preston

Project Name: MWC Animal Service Center
Location: Midwest city OK

Scope of Work	Amount
Supply and install the following items.	
1. Supply and Install - Tape, bed, finish and paint the new gypsum board walls as indicated via email.	
Labor:	\$780.00
Material:	\$150.00
Total:	\$930.00

Inclusions	Exclusions & Qualifications
Clean up to a central location. All sealants per our scope to crate smooth paint transitions. Equipment for our scope of work. Removal of hazardous materials from sites.	
* ACP will provide supervision and management of its work, equipment for its use and clean up of our debris for disposal into an on-site receptacle. The Trash receptacle and its expense are to be -provided by others. * Hourly rate \$43.00	*Any premium expense for shift of overtime labor, or unnecessary and unproductive labor required as a result of any acceleration of schedule or as a result of delays caused by others is excluded. All temporary enclosure, lighting ventilation, heating and/or utilities are exclude from bid, though they may be required for proper installation of certain materials
Acknowledgements	Sales Tax: Exempt
	Submitted by: <i>Gerson Vasquez</i>

Company Rep. Shilon Enterprises Inc.
Signature to proceed _____



General Construction
Management

Selser Schaefer Architects
2002 E 6th Street
Tulsa, OK 74104

February 25, 2021

Ref: MWC Animal Service Center
Lost Days Due to Covid-19

Jeff,

We are requesting a time extension of 31 additional days due to Covid-19. See attachment for Subcontractor Letters for dates. Ace Construction-20 days, Comfort Inc.-11 days. These lost Covid-19 days were due to loss of man power which would not allow us to perform work associated with the critical path.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steve Preston", with a long horizontal flourish extending to the right.

Steve Preston

Covid days lost

Logan McCaskill <logan@aceconstruction.us>

Thu 3/11/2021 12:20 PM

To:

- dwfrench2009@LIVE.COM <dwfrench2009@LIVE.COM>

To whom it concerns,

Ace constructions employees were under mandatory Quarantine from 12/14/20 to 1/3/21 which did not allow us to be on site at the Midwest city animal shelter project for Shiloh enterprises. By result of this missed days- we lost over 20 working days to being quarantined on this specific jobsite.

Thanks,

Logan McCaskill

P.O. Box 66

Washington,OK 73093

(405) 837-0560



Date: March 11, 2021

To: Shiloh Construction

Re: MWC Animal Shelter

David, here is our list of days missed because of Covid related sickness or quarantine.

October 5th-9th 5 days.

Nov. 2nd – 4th 3 days.

Nov. 30th- Dec. 2nd 3 days.

Please feel free to call with any questions.

Sincerely,

Chad Ross
Comfort Inc.



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, AICP, 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 : April 27th, 2021

SUBJECT : Discussion and consideration of approving and entering into a project agreement for Federal-aid Project Number STPG-255F(481)AG, State Job Number 33347(04), with the Oklahoma Department of Transportation to receive \$853,373.00 in federal funds for the Signal Upgrade Project (Phase 2) at eight various locations.

Federal funds were granted through the ACOG STP-UZA funding program to improve the signals at eight intersections throughout the City. The City retained Jacobs Engineering in 2016 to design and construct improvements such as pedestrian signaling, vehicle detection, signal faceplates, etc, at the following intersections:

- Reno Avenue / Glenhaven Drive
- Reno Avenue / Key Boulevard / Bella Vista Drive
- Reno Avenue / Parklawn Drive
- Midwest Boulevard / Reno Avenue
- Midwest Boulevard / General Senter Drive
- Midwest Boulevard / Steed Drive
- S.E. 15th Street / Douglas Boulevard
- S.E. 15th Street / Ballad Drive

At this time the project is scheduled to bid summer 2021 with construction beginning in fall of 2021. Construction cost is 100% federally funded up to a cap of \$853,373.00. The attached agreement is a new ODOT template which references design 33347(05), right-of-way 33347(06), and utilities 33347(07). Those portions were completed with City funds as per policy to receive the construction funding. No City funds are obligated at this time.

Staff recommends approval.

A handwritten signature in black ink, appearing to be "B. Bundy", is written over a horizontal line.

Brandon Bundy, P.E.,
City Engineer

Attachment

**STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION
PROJECT MAINTENANCE, FINANCING, AND RIGHT-OF-WAY AGREEMENT**

MIDWEST CITY: PEDESTRIAN SIGNAL PROJECT (PHASE 2) AT VARIOUS LOCATIONS TIP ID 10881 - STBG UZA - 100% SAFETY CAPPED

Project No.: STPG-255F(481)AG

State Job No.: 33347(04)(05)(06)(07)

This agreement, made the day and year last written below, by and between the City of Midwest City, hereinafter referred to as the Sponsor, and the Department of Transportation of the State of Oklahoma, hereinafter referred to as the Department, for the following intents and purposes and subject to the following terms and conditions, to wit:

WITNESSETH

WHEREAS, The Sponsor requested that certain street improvements be approved by the Oklahoma Transportation Commission, as were previously programmed by the Sponsor and described as follows:

Project Type	Div.	County	JP No	Project No.	Work Type	Description
ACOG-STBG	04	OKLAHOMA	33347(04)	STPG-255F(481)AG	SAFETY IMPROVEMENTS	MIDWEST CITY: PEDESTRIAN SIGNAL PROJECT (PHASE 2) AT VARIOUS LOCATIONS TIP ID 10881 - STBG UZA - 100% SAFETY CAPPED

WHEREAS, the Department is charged under the laws of the State of Oklahoma with construction and maintenance of State Highways; and,

WHEREAS, the Department is, by terms of agreements with the Federal Highway Administration, responsible for the management and construction of certain federally funded projects within the corporate limits of cities within the State of Oklahoma; and,

WHEREAS, the Sponsor has been identified as the beneficiary and sub-recipient of such federally funded project; and,

WHEREAS, receipt of the benefits of this project will require that the Sponsor assume certain financial responsibilities; and,

WHEREAS, the Sponsor is a municipal corporation created and existing under the constitution and laws of the State of Oklahoma; and

WHEREAS, the laws and constitution of the State of Oklahoma impose financial restrictions on the Sponsor and its ability to ensure financial obligations; and,

WHEREAS, the Parties hereto recognize those financial limitations and agree that the financial obligations assumed by the Sponsor, by the terms of this Agreement, are enforceable only to the extent as may be allowed by law or as may be determined by a court of competent jurisdiction; and,

WHEREAS, it is understood that, by virtue of the Article 10, Section 26 of the Oklahoma Constitution, the payment of Sponsor funds in the future will be limited to appropriations and available funds in the then current Sponsor fiscal year.

NOW, THEREFORE: the Department and the Sponsor, in consideration of the mutual covenants and stipulations as set forth herein, do mutually promise and agree as follows:

SECTION 1: PROJECT AGREEMENT

1.1 If applicable, the Department will recommend approval of the project by the Federal Highway Administration.

1.2 The Sponsor agrees to comply with Title VI of the Civil Rights Act of 1964, 78 Stat. § 252, 42 U.S.C. § 2000d et seq., and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Part 21 - "Nondiscrimination in federally assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act 1964".

1.3 The DEPARTMENT and SPONSOR mutually recognize that each party is a governmental entity subject to the provisions of the Governmental Tort Claims Act (51 O.S. § 151 et seq.). The DEPARTMENT and SPONSOR hereby mutually agree that each is and may be held severally liable for any and all claims, demands, and suits in law or equity, of any nature whatsoever, paying for damages or otherwise, arising from any negligent act or omission of any of their respective employees, agents or contractors which may occur during the prosecution or performance of this Agreement to the extent provided in the Governmental Tort Claims Act. Each party agrees to severally bear all costs of investigation and defense of claims arising under the Governmental Tort Claims Act and any judgments which may be rendered in such cause to the limits provided by law. Nothing in this section shall be interpreted or construed to waive any legal defense which may be available to a party or any exemption, limitation or exception which may be provided by the Governmental Tort Claims Act.

1.4 The Sponsor understands that should it fail to fulfill its responsibilities under this Agreement, such a failure will disqualify the Sponsor from future Federal-aid funding participation on any proposed project. Federal-aid funds are to be withheld until such a time as an engineering staff, satisfactory to the Department has been properly established and functioning, the deficiencies in regulations have been corrected or the improvements to be constructed under this Agreement are brought to a satisfactory condition of maintenance.

SECTION 2: ENGINEERING RESPONSIBILITIES

2.1 The Sponsor shall provide professional engineering services for the development of the Plans, Specifications and Estimates (PS&E) for this project. Design engineering for this project will be performed under the supervision of the Sponsor. Sponsor warrants to the Department that they will review the plans and will certify that the plans are acceptable to the Sponsor and are in full compliance with current standards and specifications.

2.2 Progress payments will be made to the consultant by the DEPARTMENT upon receipt of a properly executed claim form, approved by the SPONSOR, accompanied by suitable evidence of the completion of the work claimed, as detailed in the engineering contract.

2.3 The SPONSOR agrees to hold the Federal Government and the DEPARTMENT harmless from, and shall process and defend at its own expense, all claims, demands, or suits, whether at law or equity brought against the SPONSOR, the DEPARTMENT, or Federal Government, arising from the SPONSOR's execution, performance, or failure to perform any of the provisions of this Agreement, or arising by reason of the participation of the DEPARTMENT or Federal Government in the project, PROVIDED, nothing herein shall require the SPONSOR to reimburse the DEPARTMENT or Federal Government for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Federal Government or the DEPARTMENT.

2.4 When any alleged act, omission, negligence, or misconduct may be subject to the limitations, exemptions, or defenses which may be raised under the Governmental Tort Claims Act, 51 O.S. Sec. 151, et seq., all such limitations, exemptions, and defenses shall be available to and may be asserted by the SPONSOR. No liability shall attach to the DEPARTMENT or Federal Government except as expressly provided herein.

2.5 The Sponsor agrees to the location of the subject project and agrees to adopt the final plans for said project as the official plans of the Sponsor for the streets,

boulevards, arterial highways and/or other improvements contained therein; and further, the Sponsor affirmatively states that it has or shall fully and completely examine the plans and shall hereby warrant to the Department, the Sponsor's complete satisfaction with these plans and the fitness of the plans to construct aforesaid project.

2.6 The Sponsor certifies that the project design plans shall comply, and the project when completed will comply, with the requirements of the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §§ 12101 – 12213), 49 CFR Parts 27, 37 and 38 and 28 CFR parts 35 and 36. The Sponsor shall be exclusively responsible for integrated ADA compliance planning for all Sponsor streets, sidewalks and other facilities provided for public administration, use and accommodation, which is required of recipients and sub-recipients by 49 CFR § 27.11. State highways continued through corporate limits of the Sponsor shall be included in the Sponsor's comprehensive compliance plans.

2.7 To the extent permitted by law, all data prepared under this agreement shall be made available to the Department without restriction or limitation on their further use, with exception of any documents or information that would be considered attorney/client privileged by the Sponsor.

2.8 The Department will conduct the environmental studies and prepare the National Environmental Protection Act documents as required for federally funded projects.

2.9 The Department will forward the environmental documents to FHWA for approval if applicable.

SECTION 3: LAND ACQUISITION AND UTILITY RELOCATION

3.1 The Sponsor warrants to the Department that, they have or will acquire all land, property, or rights-of-way needed for complete implementation of said project, free and clear of all obstructions and encumbrances and in full accordance with the Department's guidelines for Right-of-Way Acquisition on Federal-Aid Projects, the Uniform Relocation Act, the National Environmental Protection Act and all other applicable local, state and federal regulations.

3.2 The Sponsor shall be responsible for ensuring all proper tax documentation is filed and issued to recipients of funds paid on behalf of the Sponsor for Right-of-Way acquisition for this project.

3.3 The Sponsor warrants to the Department that it is knowledgeable of and will comply with the provisions of 42 U.S.C.A., Section 4601-4655 and 23 U.S.C.A., Section 323 (as

amended) and 49 C.F.R. Part 24 in the acquisition of all right-of-way and the relocation of any displacees.

3.4 The Sponsor shall remove, at its own expense, or cause the removal of, all encroachments on existing streets as shown on said plans, including all buildings, porches, fences, gasoline pumps, islands, and tanks, and any other such private installations and shall further remove or remediate any existing environmental contamination of soil and water from any source, known or unknown.

3.5 If the acquisition of Right of way for this project causes the displacement of any person, business or non-profit organization, the Sponsor warrants it will provide and be responsible for the Relocation Assistance Program and all costs associated with the relocation assistance program. The Department, upon request, will provide a list of service providers who have been prequalified to administer the Relocation Assistance Program. The Sponsor agrees to employ a service provider from the prequalified list provided by the Department. Prior to any relocation assistance payments to the Sponsor, all files with parcels requiring relocation assistance shall be submitted to the Department for audit and compliance review. The Sponsor shall notify the Department within seven (7) days of the date of an offer to acquire being provided to a property owner(s) on any parcel which will require relocation assistance. Written notifications regarding service providers, in-house personnel, appeals, offers to acquire or other related correspondence shall be properly addressed and remitted as follows:

Oklahoma Department of Transportation
Operations Division
200 N.E. 21st Street
Oklahoma City, Oklahoma 73105-3204

3.6 The Sponsor warrants that any procurement, using federal funds, of property, goods or professional and personal services required for this project will be acquired by the Sponsor in compliance with the federal procurement Regulations at 40 USC 1101-1104 (Brooks Act) and the Regulations for Administration of Engineering and Design Related Service Contracts at 23 C.F.R. Part 172, as well as provisions of State purchasing laws applicable to the Sponsor.

3.7 The Sponsor will certify to the Department prior to establishing a letting date that all existing utility facilities (if any) have been properly adjusted in full accordance with the Department's Right-of-Way and Utilities Division policies and procedures to accommodate the construction of said project; and will be solely responsible for payment of any and all contractor expenses, claims, suits and/or judgments directly resultant from any actual utility relocation delays.

3.8 The Sponsor shall have the authority pursuant to 69 O.S. 2001 § 1001 and 69 O.S. 2001 § 1004 to sell any lands, or interest therein, which were acquired for highway purposes as long as such sale is conducted in accordance with the above cited statutes.

3.9 The Sponsor agrees that if any property acquired utilizing Federal funding is disposed of or is no longer used in the public interest the Sponsor shall reimburse the Department at the current fair market value.

3.10 The Sponsor agrees to;

- Transmit copies of the instruments, including all deeds and easements, to the Department prior to the advertisement of bids for construction.
- Comply with the provisions of 42 U.S.C.A. § 4601-4655 and 23 U.S.C.A. § 323 (as amended) and, further comply with 49 C.F.R. Part 24 in the acquisition of all necessary right-of-way and relocation of all displacees.
- Convey title to the State of Oklahoma on all tracts of land acquired in the name of the Sponsor if the project is located on the State Highway System.

SECTION 4: FUNDING SUMMARY

4.1 The Department and the Sponsor agree that the project will be financed at a **not-to-exceed**, AGOC-STBG total estimated cost of **\$853,373** as described below:

FUNDING SOURCE =>			ACOG-STBG		Sponsor	
STATE JOB PIECE NO.	DESCRIPTION	TOTAL ESTIMATED COST	SHARE (%)	AMOUNT	SHARE (%)	AMOUNT
33347(05)	Design -				100	
33347(06)	Right-of-Way -				100	
33347(07)	Utilities -				100	
33347(04)	Construction - (With 6% Inspection)	\$853,373	100% up to a limit of	\$853,373	Remainder	
Total		\$853,373	Total=>	\$853,373	Total=>	

4.2 Furthermore, the Department and the Sponsor agree that actual ACOG-STBG costs incurred by project phases (**JP 33347(04,05,06,07)**) may exceed initial estimates.

Costs between these project phases will be administratively adjusted based on actual cost of each phase, within the total cost of this agreement, without formal supplemental agreement, in so far as the total project agreement is not exceeded.

4.3 It is understood by the Sponsor and the Department that the funding participation stipulated herein may be altered due to bid prices, actual construction supervision costs and non-participating costs incurred during construction. The Sponsor will be responsible for payment of any estimated local funding prior to advertising the project for bid. Upon final acceptance of this project, the total project cost will be determined, and the final amount of local funds (if any) will be determined by the Department's Comptroller per the terms of this agreement. A refund will then be made by the Department to the Sponsor or additional funding will be requested. The Sponsor agrees to make arrangements for payment of any Department invoice within 45 days of receipt.

SECTION 5: CONSTRUCTION RESPONSIBILITIES

5.1 The Sponsor agrees to comply with all applicable laws and regulations necessary to meet the Oklahoma Department of Environmental Quality (ODEQ) requirements for pollution prevention including discharges from storm water runoff during the planning and design of this project. Further, the Sponsor agrees and stipulates as stated in the ODEQ's *General Permit OKR10*, dated September 13, 2017 or latest revision, to secure a storm water permit with the ODEQ for utility relocations, when required. It is also agreed that the storm water management plan for the project previously described in the document includes project plans and specifications, required schedules for accomplishing the temporary and permanent erosion control work, the site specific storm water pollution prevention plan and the appropriate location map contained in the utility relocation plans.

5.2 The Sponsor's responsibility for environmental cleanup will be a continuing responsibility to remediate any and all known and unknown environmental damage throughout the duration of this contract with the Department in compliance with State and federal regulations.

5.3 The roadway improvements and all devices specified herein shall not be altered, removed, or cease to be operative without mutual written consent of the Department and the Sponsor.

5.4 Upon approval of this AGREEMENT and the plans, specifications, and estimates by the Sponsor, the Department, and the Federal Highway Administration (if applicable), the Department will advertise and let the contract for this project in the usual and customary legal manner. It is agreed that the projects herein contemplated are

proposed to be financed as previously described, and that this agreement, all plans, specifications, estimate of costs, acceptance of work, payments, and procedure in general hereunder are subject in all things at all times to all local, state and Federal laws, regulations, orders, approvals as may be applicable hereto.

5.5 The Department shall provide a copy of the executed construction contract to the Sponsor, upon receipt of a written request.

5.6 The Department will notify the Sponsor of pre-bid dates, bid opening dates, and Transportation Commission award dates in writing upon receipt of a written request.

5.7 The Sponsor agrees that prior to the Department's advertising of the project for bids (as to that part of the project lying within the present corporate limits) it will:

- Grant to the Department and its contractors, the right-of-entry to all existing streets, alleys, and Sponsor owned property when required, and other rights-of-way shown on said plans.
- Remove at its own expense, or cause the removal of, all encroachments on existing streets as shown on said plans, including all signs, buildings, porches, awnings, porticos, fences, gasoline pumps and islands, and any other such private installations.
- Prohibit parking on that portion of the project within the corporate limits of the Sponsor, except as may be indicated in the plans or hereafter approved by agreement with the Department. The Sponsor further agrees not to install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the Federal Highway Administration and Manual on Uniform Traffic Control Devices (MUTCD).
- Comply with the Department's standards for construction of driveway entrances from private property to the highway, in accordance with the Department's manual entitled "Policy on Driveway Regulation for Oklahoma Highways", Rev. 5/96, 69 O.S. (2001) § 1210.
- Maintain all right of way acquired for the construction of this project, as shown on said plans, in a manner consistent with applicable statutes, codes, ordinances and regulations of the Department and the State of Oklahoma.
- The Sponsor shall have the authority pursuant to 69 O.S. 2001 § 1001 and 69 O.S. 2001 § 1004 to sell any lands, or interest therein, which were acquired for

highway purposes as long as such sale is conducted in accordance with the above cited statutes. Prior written approval by the Chief, Right-of-Way Division for the Department shall be required before any sale is made.

5.8 The Sponsor further agrees and warrants to the Department that, subsequent to the construction of said project, the Sponsor will:

- 1) Erect, maintain and operate traffic control devices, including signals, signs and pavement markings only in accordance with 47 O.S. 2011 §§ 15-104- 15-106, and subject to agreement of the Department:
 - a) In the event that any traffic signal installed hereunder is no longer needed for the purposes designated herein, then the traffic signal installed hereunder shall not be removed by the Sponsor to any other point other than that which is approved by the Department prior to such removal.
 - b) In the event there is no mutually agreed location for the reinstallation, the Sponsor will assume complete ownership of the equipment following removal if the installation is ten (10) years old or older. If the installation is less than ten (10) years old and:
 - 1) In the event the Sponsor desires total ownership of the equipment, the Sponsor shall reimburse the Department the original federal funding percentage share for the original equipment cost only, amortized for a ten(10) year service life, interest ignored, and assuming straight line depreciation.
 - 2) In the event the Sponsor does not desire total ownership of the equipment, the Sponsor shall sell the equipment at public auction to the highest bidder. The Sponsor shall reimburse the Department the original federal funding percentage share of the proceeds of such sale.
- 2) Subject to agreement with the Department, regulate and control traffic on said project, including but not limited to, the speed of vehicles, parking, stopping and turns only in accordance with 47 O.S. 2011 §§ 15-104- 15-106, and to make no changes in the provisions thereof without the approval of the Department. It shall be the responsibility of the Sponsor to notify the Department of any changes necessary to ensure safety to the traveling public.
- 3) Maintain all drainage systems and facilities constructed, installed, modified or repaired in conjunction with this project or as may be otherwise necessary to

ensure proper drainage for road surfaces constructed under the terms of this Agreement.

- 4) Maintain all curbs and driveways abutting road surfaces constructed under the terms of this Agreement and all sidewalks adjacent thereto.
- 5) Maintain all right-of-way areas adjacent to road surfaces, including erosion control and period mowing of vegetation, in a manner consistent with applicable codes, ordinances and regulations.
- 6) For any portion of the project encompassed under this agreement that is part of the State Highway System, the Sponsor shall maintain all that part of said project within the corporate limits of the Sponsor between the gutter lines and the right-of-way lines, and if no gutter exists, between the shoulder lines and the right-of-way lines, including storm sewers, all underground facilities, curbs and mowing, all in accordance with 69 O.S. Supp. 1994 §901 and all other applicable law.
- 7) On limited access highways where county roads or city streets extend over or under the highway or public roads are constructed on state rights-of-way but there is no immediate ingress and egress from the highway, responsibility shall be as follows:
 - a. The public roads as defined in OAC 730:35-1-2 shall be maintained by the city or county and shall be included in their roadway mileage inventory.
 - b. Where county roads or city streets extend over the highway, the roadway, approaches and bridge surfaces, including the deck, shall be maintained by the city or county. The approach guardrail, bridge structure, and highest clearance posting on the structure shall be maintained by the Department.
 - c. Where county roads or city streets extend under the highway, the roadway approaches and advance signing shall be maintained by the city or county. The Department shall maintain the approach guardrail, bridge structure and surface, and the height clearance posting on the structure.

5.9 The Sponsor further agrees and warrants to the Department concerning any sign and highway facility lighting included as part of this project:

- 1) The Sponsor will, upon notice from the Department Engineer, provide at its own expense all required electrical energy necessary for all preliminary and operational tests of the highway lighting facilities.

- 2) Upon completion of the construction of said project, the Sponsor will be responsible for the maintenance and cost of operation of these highway lighting facilities, including all appurtenances thereto and including the sign lighting facilities.
- 3) It is specifically understood and agreed that the highway lighting and sign lighting facilities specified hereunder shall be continuously operated during the hours of darkness, between sunset and sunrise, and shall not be altered, removed or be allowed to cease operation without the mutual written consent of the Department and the Sponsor.
- 4) The Sponsor agrees to provide, on a periodic schedule, an inspection, cleaning and re- lamping maintenance program to assure the maximum efficiency of the highway lighting facilities.
- 5) In the event that the highway lighting facilities installed hereunder are no longer needed for the purposes designated herein, then the highway lighting facilities installed hereunder shall not be removed by the Sponsor to any point other than which is approved by the Department prior to such removal.
- 6) In the event there is no mutually agreed location for reinstallation, the Sponsor will assume complete ownership of the equipment following removal if the installation is twenty (20) years old or older. If the installation is less than twenty years old and:
 - a) In the event the Sponsor desires total ownership of the equipment, the Sponsor shall reimburse the Department the original federal funding percentage share of the original equipment costs only, amortized for a twenty (20) year service life, interest ignored, and assuming straight line depreciation.
 - b) In the event the Sponsor does not desire total ownership of the equipment, the Sponsor shall sell the equipment at public auction to the highest bidder. The Sponsor shall reimburse the Department the original federal funding percentage share of the proceeds of such sale.

5.10 The Department will appoint competent supervision and inspection of the construction work performed by the construction contractor and will provide such engineering, inspection and testing services as may be required to ensure that the construction of the project is accomplished in accordance with the approved Plans,

Specifications and Estimates. The Department reserves the right to make such changes in said plans as may be necessary for the proper construction of said project.

- 1) The Sponsor agrees to provide such competent supervision as the Sponsor deems necessary during times that the work is in progress to insure the completion of the project to the Sponsor's satisfaction and the Sponsor's representatives and the Department's representatives will cooperate fully to the end of obtaining work strictly in accordance with the plans and specifications.
- 2) The Sponsor will make ample provisions annually for the proper maintenance of said project, including the provision of competent personnel and adequate equipment, specifically, to provide all required maintenance of the project during the critical period immediately following construction and to keep the facility in good and safe condition for the benefit of the traveling public.
- 3) The Sponsor warrants to the Department that it will periodically review the adequacy of the aforesaid project to ensure the safety of the traveling public and should the Sponsor determine that further modifications or improvements be required, the Sponsor shall take such actions as are necessary to make such modifications or improvement. When operation modifications are required which in the opinion of the Department exceed the capability of the Sponsor's staff, the Sponsor agrees to retain, at the sole expense of the Sponsor, competent personnel for the purpose of bringing the improvement up to the proper standard of operation.
- 4) The Sponsor warrants and agrees that upon completion of the aforesaid project, the Sponsor assumes any and all financial obligations for the operation, use, and maintenance of the aforesaid project.

SECTION 6: NON-DISCRIMINATION CLAUSE

6.1 During the performance of this Agreement, the Sponsor, for itself, its assignees and successors in interest, agrees as follows:

1) **Compliance with Regulations:**

The Sponsor shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2) **Nondiscrimination:**

The Sponsor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, age, national origin, disability/handicap, or income status, in the selection and retention of contractors or subcontractors, including procurements of materials and leases of equipment. The Sponsor shall not participate either directly or indirectly, in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in appendix B of the Regulations.

3) **Solicitations for Subcontracts, Including Procurement of Materials and Equipment:**

In all solicitations, either by competitive bidding or negotiation, made by the Sponsor for work to be performed under a contract or subcontract, including procurements of materials or leases of equipment, each potential contractor or subcontractor or supplier shall be notified by the Sponsor of the Sponsor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex, age, national origin, disability/handicap, or income status.

4) **Information and Reports:**

The Sponsor shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the State Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a Sponsor is in the exclusive possession of another who fails or refuses to furnish this information, the Sponsor shall so certify to the State Department of Transportation, or the Federal Highway Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.

5) **Sanctions for Noncompliance:**

In the event of the Sponsor's noncompliance with the nondiscrimination provisions of this contract, the State Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including but not limited to:

- a. Withholding of payments to the Sponsor under the contract until the Sponsor complies and/or
- b. Cancellation, termination, or suspension of the contract in whole or in part.

6) **Incorporation of Provisions:**

The Sponsor shall include the provisions of paragraphs 1 through 6 in every contract or subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The Sponsor shall take such action with respect to any contract or subcontract or procurement as the State Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions, including sanctions for noncompliance provided, however, that in the event a Sponsor becomes involved in, or is threatened with, litigation by a subcontractor or supplier as a result of such direction, the Sponsor may request the State Department of Transportation to enter into such litigation to protect the interests of the State; and, in addition, the Sponsor may request the United States to enter into such litigation to protect the interests of the United States.

SECTION 7: TERMINATION

7.1 This agreement may be terminated by any of the following conditions:

- a) By mutual agreement and consent, in writing of both parties.
- b) By the Department by written notice to the Sponsor as a consequence of failure by the Sponsor to perform the services set forth herein in a satisfactory manner.
- c) By either party, upon the failure of the other party to fulfill its obligations as set forth herein.
- d) By the Department for reasons of its own and not subject to the mutual consent of the Sponsor upon five (5) days written notice to the Sponsor.
- e) By satisfactory completion of all services and obligations described herein.

7.2 The termination of this agreement shall extinguish all rights, duties, obligations and liabilities of the Department and the Sponsor under this agreement. If the potential termination of this agreement is due to the failure of either the Department or the Sponsor to fulfill their obligation as set forth herein, the non-breaching party will notify the party alleged to be in breach that possible breach of agreement has occurred. The party alleged to be in breach should make a good faith effort to remedy that breach as outlined by non-breaching party within a period mutually agreed by each party.

SECTION 8: GOVERNING LAW AND VENUE

8.1 Any claims, disputes or litigation relating to the solicitation, execution, interpretation, performance, or enforcement of this Contract shall be governed by the laws of the State of Oklahoma and the applicable rules, regulations, policies and procedures of the Oklahoma Transportation Commission. Venue for any action, claim, dispute or litigation, mediation or arbitration shall be in Oklahoma County, Oklahoma.

SECTION 9: DISPUTE RESOLUTION

9.1 The parties hereto have entered into this Agreement in the State of Oklahoma and the laws of the State of Oklahoma shall apply. The parties agree to bargain in good faith in direct negotiation to achieve resolutions of any dispute and, if such efforts are unsuccessful, to retain a neutral mediation service to mediate the dispute prior to the filing of any court action. Mediation shall be conducted in the Oklahoma City area and the costs of such mediation shall be borne equally by the parties. If mediation is not successful, venue for any action brought to enforce the terms of this Agreement shall be in Oklahoma County, State of Oklahoma. Each party shall bear any cost and attorney fees incurred by the party in such litigation.

SECTION 10: PRIOR UNDERSTANDINGS

10.1 This agreement incorporates and reduces to writing all prior understandings, promises, agreements, commitments, covenants or conditions and constitutes the full and complete understanding and contractual relationship of the parties.

SECTION 11: AMENDMENTS OR MODIFICATIONS OF AGREEMENT

11.1 No changes, revisions, amendments or alterations in the manner, scope of type of work or compensation to be paid by the DEPARTMENT shall be effective unless reduced to writing and executed by the parties with the same formalities as are observed in the execution of this Agreement.

SECTION 12: RECORDS

12.1 The Sponsor is to maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred and to make such materials available at its respective offices at all reasonable times, during the Agreement period and for three (3) years from the date of final payment under the Agreement for inspection by the DEPARTMENT and the State Auditor and Inspector, and copies thereof shall be furnished to the DEPARTMENT, if requested.

SECTION 13: HEADINGS

10.1 Article headings used in this Agreement are inserted for convenience of reference only and shall not be deemed a part of this Agreement for any purpose.

SECTION 14: BINDING EFFECTS

14.1 This contract shall be binding upon and inure to the benefit of the ODOT and the Sponsor and shall be binding upon their successors and assigns subject to the limitations of Oklahoma law.

SECTION 15: SEVERABILITY

15.1 If any provision, clause or paragraph of this Agreement or any document incorporated by reference shall be determined invalid by a court of competent jurisdiction, such determination shall not affect the other provisions, clauses or paragraphs of this Agreement which are not affected by the determination. The provisions, clauses or paragraphs of this Agreement and any documents incorporated by reference are declared severable.

SECTION 16: EFFECTIVE DATE

16.1 This agreement shall become effective on the date of execution by the Department's Director or his designee.

IN WITNESS WHEREOF, the Director of the Department of Transportation, pursuant to authority vested in him by the State Transportation Commission, has hereunto subscribed his name as Director of the Department of Transportation and the Sponsor has executed same pursuant to authority prescribed by law for the Sponsor.

The Sponsor, _____ on this _____ of _____, 20____, and the Department on the _____ day of _____, 20____.

THE CITY OF MIDWEST CITY

APPROVED AS TO FORM
AND LEGALITY

By _____
City Attorney

By _____
Mayor

By _____
Attest: City Clerk

(SEAL): Approved – THE CITY OF
MIDWEST CITY

STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION

Recommended for Approval

Local Government Division Manager

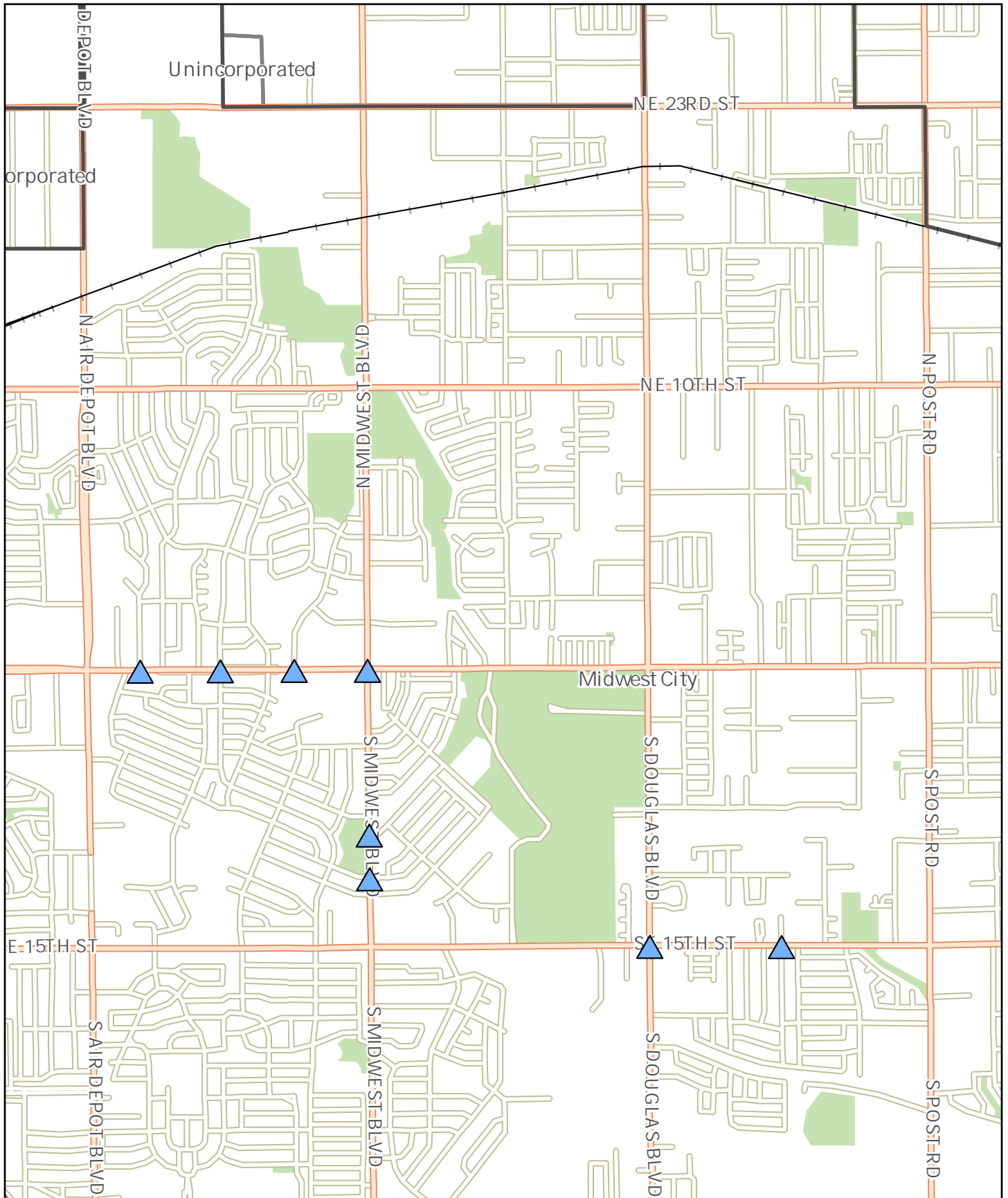
Director of Capital Programs

APPROVED AS TO FORM
AND LEGALITY

APPROVED

General Counsel

Deputy Director



DISCLAIMER

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1 in = 2,500 ft
when printed actual size
on 8-1/2"x11" paper



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, AICP, 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

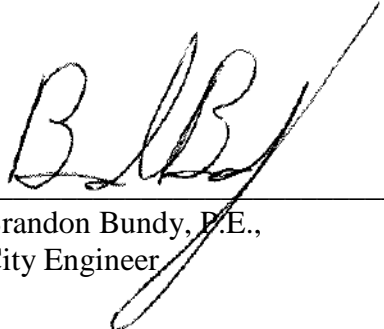
DATE : April 27th, 2021

SUBJECT : Discussion and consideration of an agreement with COX Communications LLC in the amount of \$17,044.77 for the purposes of relocating an existing aerial crossing to a prepared underground crossing of the W.P. Bill Atkinson Park, a 2018 General Obligation Project.

There is an existing aerial utility crossing of the north portion of the W.P. Bill Atkinson Park. Staff has been working with AT&T, Cox, and OG&E to remove the aerial crossing in favor of an underground crossing to improve the quality of the park. The City has already constructed underground conduit and pull boxes. This agreement will pay for the efforts and materials necessary for Cox Communications to put their facility underground.

Funding for this project is appropriated in project #9219G1.

Staff recommends approval.



Brandon Bundy, P.E.,
City Engineer

Attachments

TELECOMMUNICATIONS FACILITIES RELOCATION AGREEMENT

(Project **Original Mile City Park** Utility Conversion)

THIS AGREEMENT is made and entered into as of this ____ day of _____, 2021 by and between Cox Communications Oklahoma LLC, a Delaware limited liability company (COX), First Party, and the City of Midwest City (CITY), Second Party.

WHEREAS, the CITY plans Project **Original Mile City Park**;

WHEREAS, COX has existing telecommunications distribution cabling and other equipment (“Facilities”) in the work area and;

WHEREAS, the CITY desires relocation of COX Facilities located both within and in the vicinity of the **Project Original Mile City Park** work area,

NOW, THEREFORE, IN CONSIDERATION FOR THE VALUE HEREIN INCLUDED, the parties agree as follows:

- 1) COX will furnish labor and materials and will relocate its existing facilities located both within and in the vicinity of the work area which conflict with Project **Original Mile City Park**.
- 2) Upon completion of the work described in the preceding paragraph, the CITY will pay COX seventeen thousand and forty-four dollars and seventy seven cents (\$17044.77).
- 3) The existing service of Cox is not to be interrupted or suspended or otherwise impaired during the performance of this contract.
- 4) COX shall provide insurance with terms and coverage required by its existing franchise Agreement.
- 5) The facilities installed by COX shall remain the property of COX. The City hereby grants to Cox the right to enter upon the street, alleys, easements and premises of the CITY as may be reasonably necessary to install, operate, maintain, and remove its telecommunications facilities at the agreed locations associated with the Project.

This Agreement shall extend to, and be binding upon, each of the parties hereto and their respective successors and assigns. This Agreement is herewith executed in two counterparts, one for COX and one for the CITY, each of which shall be deemed an original for all purposes.

This Agreement will expire upon the completion of the work by COX and the payment of the above sum by the CITY.

IN WITNESS WHEREOF, this Agreement is executed as of the day, month and year first written above.

Review for Form and Legality

City Attorney

City of Midwest City

ATTEST: _____
City Clerk

Mayor

(SEAL)

Cox Communications Oklahoma LLC

BY: _____
Corey Force
Vice President, Construction

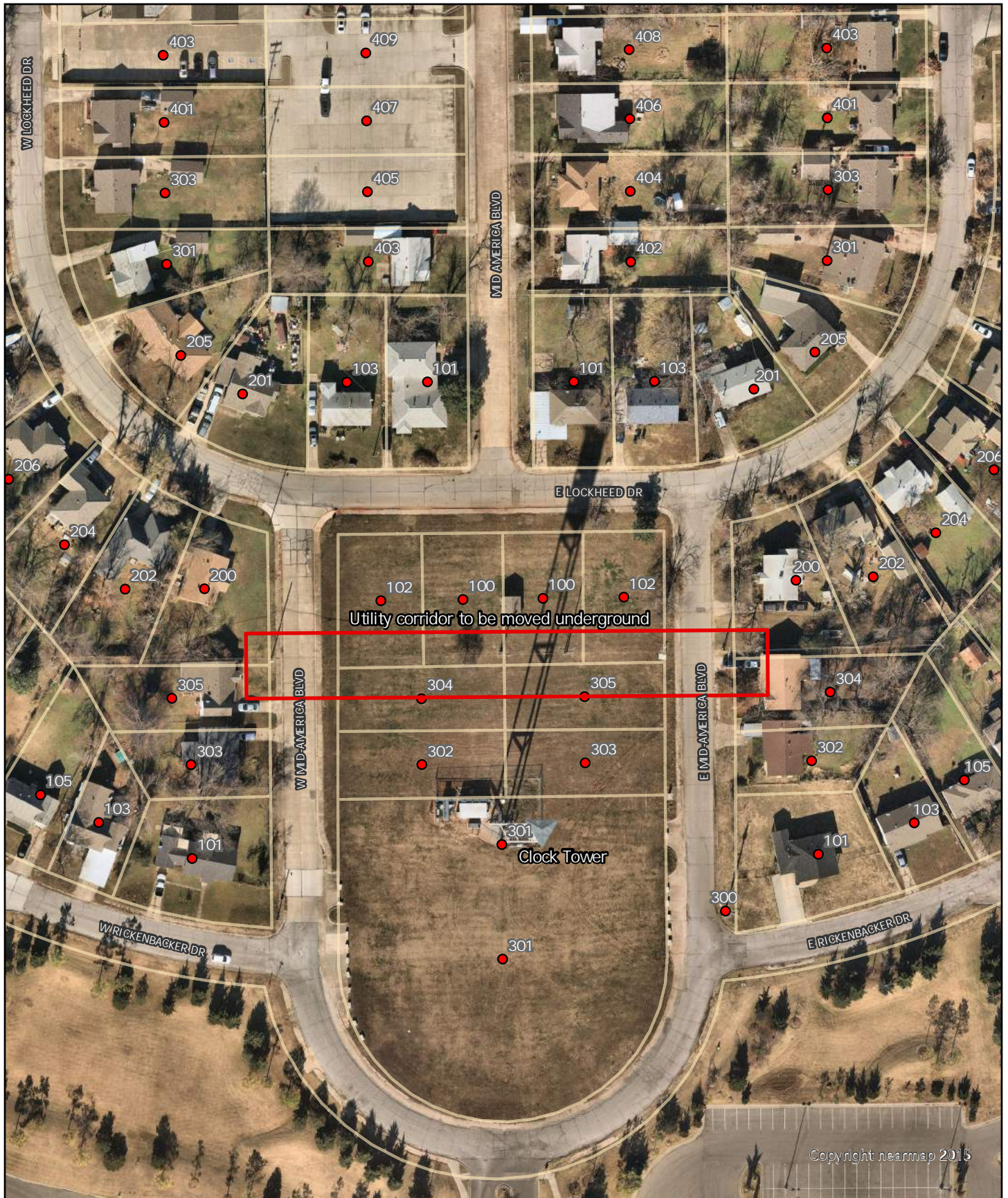
CORPORATE ACKNOWLEDGEMENT

STATE OF OKLAHOMA, COUNTY OF OKLAHOMA,

This instrument was acknowledged before me on the _____ day of _____, 2021 by Corey Force, Vice President, Construction for Cox Communications Oklahoma, LLC, a Delaware limited liability company, on its behalf.

Notary Public

My Commission Expires:



1 in = 100 ft
when printed actual size
on 8-1/2" x 11" paper

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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
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Petya Stefanoff, Comprehensive Planner
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Christine Brakefield, Building Official
GIS DIVISION
Greg Hakman, GIS Coordinator

TO : Honorable Mayor and Council

FROM : Brandon Bundy, P.E., City Engineer

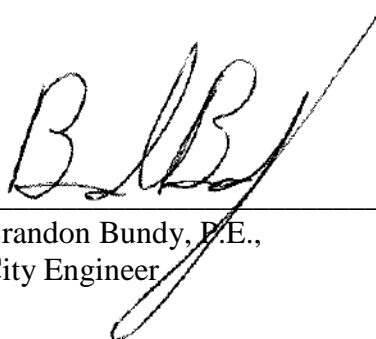
DATE : April 27th, 2021

SUBJECT : Discussion and consideration of approving an Application and Letter of Agreement with AT&T to relocate an existing aerial crossing to a prepared underground crossing of the W.P. Bill Atkinson Park, a 2018 General Obligation Project, in the amount of \$39,517.11.

There is an existing aerial utility crossing of the north portion of the W.P. Bill Atkinson Park. Staff has been working with AT&T, Cox, and OG&E to remove the aerial crossing in favor of an underground crossing to improve the quality of the park. The City has already constructed underground conduit and pull boxes. This agreement covers the efforts and materials necessary for AT&T to put their facility underground.

Funding for this project is appropriated in project #9219G1.

Staff recommends approval.



Brandon Bundy, P.E.,
City Engineer

Attachments



CR # 208997
Southwestern Bell Telephone
Company
509 S Detroit Ave, Rm 900
Tulsa, OK 74120

December 14, 2020

City of Midwest City
Brandon Bundy
100 N Midwest Blvd
Midwest City OK 73110

Dear Mr. Bundy:

This letter is in regards to your request for Southwestern Bell Telephone Company d/b/a AT&T Oklahoma (hereafter "Southwestern Bell Telephone Company") to perform custom work for you. Enclosed please find an Application and Letter of Agency for Custom Work. This application describes the custom work you have requested along with the associated charges for us to do the work.

The signed application must be received by our office before we can proceed on your behalf. Our mailing address for this document is listed below:

**AT&T
Gail Moon
509 S Detroit Ave, Room 900
Tulsa, OK 74120-3617**

If you decide not to proceed with this work or if you have any questions regarding this matter, please contact me directly on 918 576-2318. Please refer to the **CR # 208997** when calling. You may also contact my office by calling toll free, 877-957-7775.

Sincerely,

A handwritten signature in black ink that reads "Gail Moon".

Gail Moon
Construction & Engineering
Southwestern Bell Telephone Company



INVOICE

509 S Detroit Ave, Rm 900
Tulsa OK 74120-3617
Phone 918.576.2318
Toll Free 877.957.7775

DATE: 12/14/2020
CR #: 208997
INVOICE #: 208997

Bill To:
City of Midwest City
100 N Midwest Blvd
Midwest City OK 73110

DESCRIPTION	AMOUNT
PROJECT WILL RELOCATE FIBER AND REMOVE AND BURY COPPER TERMINALS AT WP BILL ATKINSON PARK, MIDWEST CITY OK.	
ESTIMATED AT&T ENGINEERING, CONTRACT COORDINATOR & SPLICING LABOR	\$18,508.27
ESTIMATED CONTRACT LABOR	\$9,450.52
ESTIMATED MATERIAL	\$11,558.32
ESTIMATED SUBTOTAL	\$39,517.11
LESS PAYMENT RECEIVED	\$0.00
ESTIMATED TOTAL DUE	\$39,517.11

NO PAYMENT DUE AT THIS TIME

Make checks or money orders payable to AT&T. Or call to make ACH/EFT payment.
If you have any questions concerning this invoice, contact Gail Moon, 918-576-2318, pp0391@att.com





APPLICATION and LETTER OF AGREEMENT FOR CUSTOM WORK

December 14, 2020

CR #: 208997

Customer Billing Telephone Number: N/A

BILL TO: City of Midwest City
100 N Midwest Blvd
Midwest City OK 73110

WORK SITE LOCATION: WP Bill Atkinson Park, Midwest City OK

DESCRIPTION OF CUSTOM WORK: AT&T project will relocate fiber cable and remove and bury copper terminals.

ESTIMATED AT&T LABOR: \$18,508.27; **ESTIMATED CONTRACT LABOR:** \$9,450.52; **ESTIMATED MATERIALS:** \$11,558.32;

CHARGE FOR CUSTOM WORK:

ESTIMATED COST: \$39,517.11
(Actual charges may exceed this estimated cost.)

Applicant requests that Southwestern Bell Telephone Company d/b/a AT&T Oklahoma, (hereafter "SOUTHWESTERN BELL TELEPHONE COMPANY") act as its agent in performing the above-described custom work on Applicant's behalf. Applicant agrees to pay the charge(s) for such work. The work is to be done on an "Actual Cost" basis, all charge(s) will be computed in accordance with Southwestern Bell Corporation's ordinary accounting practices under the Uniform System of Accounts for Class A telephone companies and will include allocated cost and, where necessary estimated, costs for labor, engineering, materials, transportation, motor vehicles, tool and supply expenses, corporate overhead loadings, and sundry billings from sub-contractors and suppliers for work and materials related to the job. The Applicant affirms that the cost estimate furnished by the Telephone Company has been considered only as an estimate of approximate costs and that the actual costs incurred by the Telephone Company in doing the work at the particular time and location might be higher. Said estimated cost is subject to change due to any number of factors including, but not limited to, changing conditions in the field, weather delays, or changes in the scope of the work.

Applicant shall pay for the work on an "Actual Cost" basis. Upon completion of the work, AT&T will compute the actual cost of the work. Any difference between the amount of advance payment and the actual cost will be either paid by the Applicant to AT&T or refunded to Applicant by AT&T as the case may be.

CHANGE ORDERS

Should concealed conditions exist, including conditions that may exist below the surface of the ground, or if conditions exist that could not have been anticipated by Southwestern Bell Telephone Company at the time of this agreement, Southwestern Bell Telephone Company will be entitled to additional funds and/or additional time to complete the work. Southwestern Bell Telephone Company will request such additional funding and/or additional time through a request for a change order.

Should Applicant or its agents, servants, or employees order or seek changes in the scope of the work, Southwestern Bell Telephone Company is entitled to seek from Applicant, its agents, servants, or employees, additional funds as necessary to perform the work, and additional time, as necessary to complete the work. Said request for additional funds and/or additional time will be through change order.

All change orders will be in writing.

All change orders will be submitted and accepted by Applicant, its agents, servants or employees, before Southwestern Bell Telephone Company, proceeds to execute the work or, if work has been initiated on the project, continues with executing the work except in an emergency endangering life or property.



Applicant, its agents, servants or employees, are deemed to have accepted the terms of any change order by signing where indicated on the change order.

Under no circumstances will Southwestern Bell Telephone Company's request for a change order be deemed or used as evidence of delay on the project. Nor will any change order issued in this project be used to charge Southwestern Bell Telephone Company with responsibility for any alleged delay on the project.

NO DAMAGE FOR DELAY

Under no circumstances will Southwestern Bell Telephone Company be held liable to Applicant, Applicant's agents, employees or contractors, for any alleged delay on the project that forms the basis for this custom work order.

TIME TO COMPLETE

Any representation by Southwestern Bell Telephone Company, its agents, servants or employees that the project, or any additional work authorized by change order, will be complete by a certain date or certain time period is strictly an estimate and not binding on Southwestern Bell Telephone Company, its agents, servants, or employees. All estimated completion dates are subject to changing conditions in the field, changes in the scope of the work, relocation of existing utilities not within Southwestern Bell Telephone Company's control, Acts of God, weather delays, labor disputes, vendor/contractor disputes, and other conditions or circumstances that Southwestern Bell Telephone Company, its agents, servants, or employees, could not reasonably anticipate at the time of the estimate.

PAYMENT

Applicant agrees to make an advance payment of **\$0.00** prior to commencement of the work.

Applicable charges for Custom Work will be billed on a special bill separate from the bill that Applicant receives for telephone service.

Applicant, its agents, servants, or employees agree to make payment on change orders within thirty (30) days of the date of signature on the change order. Failure to make payment within the designated thirty (30) day time period will operate to cancel the change order and Southwestern Bell Telephone Company, will cease all work activity on the project until payment is made.

When the Parties agree to Interval Billing *, the balance of the Contract Price or Actual Cost (as applicable) will be made in monthly payments. If the Actual Cost made varies from the Estimated Cost, then a correcting adjustment will be made in the last payment. If the parties cannot agree to Interval Billing, Applicant will make an advanced payment as indicated above.

* Applicable to orders over \$25,000 and work will take 6 or more months to complete.

CANCELLATION

If the Applicant cancels the work prior to completion, Applicant must notify Southwestern Bell Telephone Company, in writing of said cancellation.

If Applicant elects to cancel the work prior to completion, Applicant agrees to pay Southwestern Bell Telephone Company for the costs it has incurred in starting performance under the contract. If Applicant has made an advance payment, Southwestern Bell Telephone Company will deduct its costs and expenses incurred as of the date of Applicant's notice of cancellation from the amount of the advance payment. Any amount remaining will be refunded to Applicant.



ESTIMATED PRICE QUOTE

The above estimated price is guaranteed for 60 days from **December 14, 2020**. If the charges are not accepted within 60 days the order will be cancelled and a new order will need to be placed. The second estimate may be higher than the estimated price set out above.

STOP WORK ORDER

In the event that Applicant issues a stop work order, or places the project "on hold", at any point during the progress of the work, said stop work order or request to "hold" work must be issued in writing and must be delivered via certified mail, return receipt requested to **Michelle Louvier, 12851 Manchester Rd, Rm 2-E-200, Des Peres, MO 63131**. If Applicant issues a stop work order, or a request to "hold" work, the contract price quoted herein will remain valid until sixty (60) days from the date of the stop work or "hold" work order. At the expiration of the sixty (60) days, the contract price quoted herein will expire and a new contract price will be determined and provided, in writing, to Applicant. The new contract price may be higher than the contract price quoted in this custom work order.

If, after issuing a stop work, or "hold" work order, Applicant elects to cancel the contract, Applicant must inform Southwestern Bell Telephone Company, in writing of the cancellation. Southwestern Bell Telephone Company will deduct any expenses incurred in performing the work from Applicant's advance payment and refund any remaining funds to Applicant.

Under no circumstances will Southwestern Bell Telephone Company, be responsible to Applicant for any alleged damages or additional expenses incurred by Applicant as a result of a stop work order or an order to "hold" work on the project.

CHOICE OF LAW

Should any dispute arise between the parties concerning the subject matter of this agreement, or any term contained therein, the parties agree that the dispute or claim shall be submitted to a court of competent jurisdiction. The parties further agree that the prevailing party in any such dispute will be entitled to recover attorney's fees and costs.

Oklahoma law governs the application of this agreement and all terms contained therein.

INDEMNIFICATION AND HOLD HARMLESS

Applicant, its agents, servants, and employees hereby agree to indemnify and hold harmless **SOUTHWESTERN BELL TELEPHONE COMPANY**, and its employees, agents and contractors, from and against any and all claims, costs, expenses, judgments or actions for damage to property or injury or death to persons, and/or arising from or relating to the work that is the subject of this agreement, to the extent any such claims are caused by the negligent acts or omissions of the Applicant, its agents, servants, or employees.



ENTIRE AGREEMENT

The parties agree that the terms set forth herein constitute the entire agreement and there are no other agreements regarding the project that is the subject of this agreement between the parties.

MODIFICATION & NOTICE

Any modification to this agreement must be made in writing and signed by both parties.

Any party to this agreement may provide the other party with notice of any fact or condition by providing such information in writing and serving said writing via certified mail, return receipt requested.

CR # 208997

ACCEPTED FOR CITY OF MIDWEST CITY:

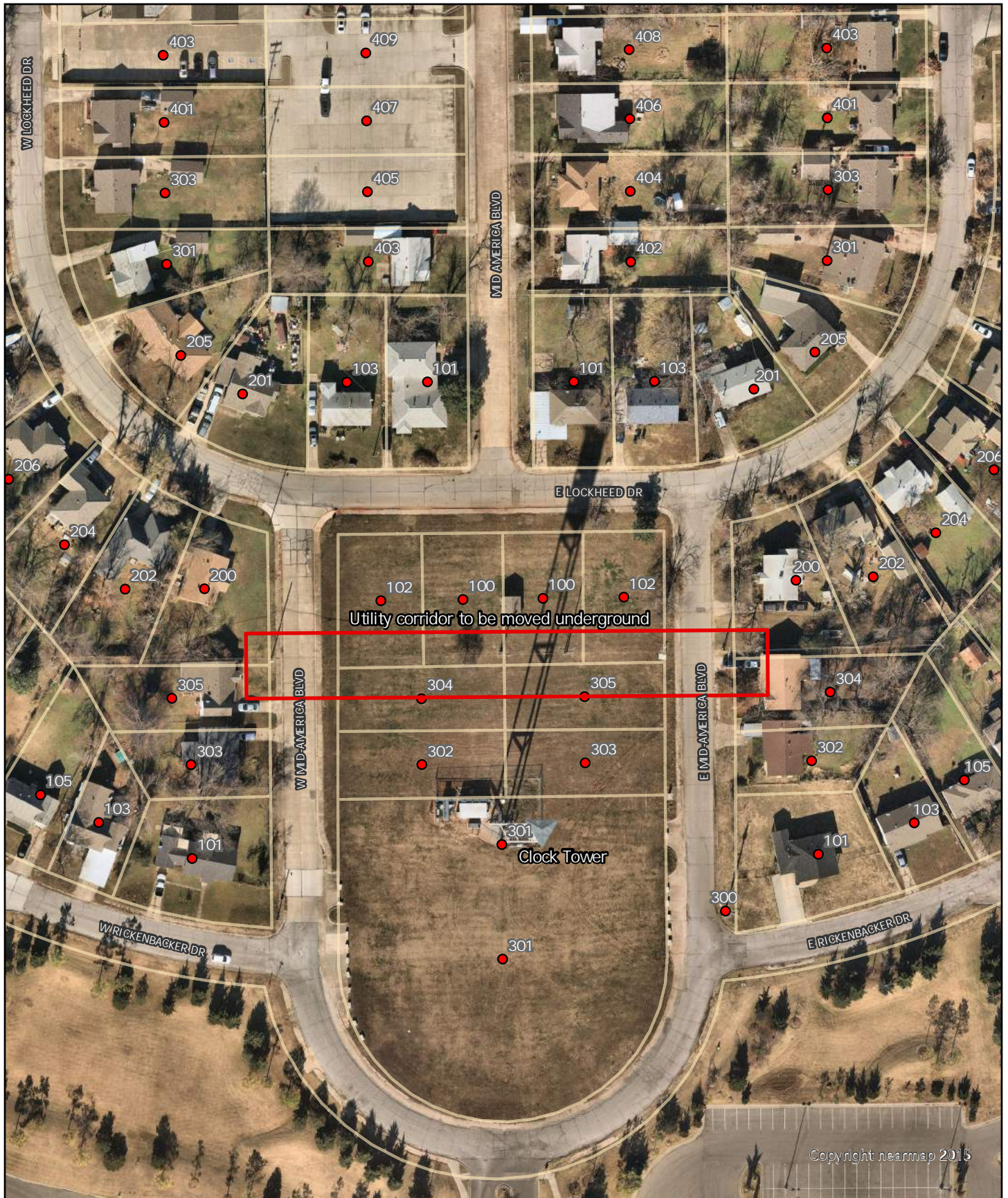
Authorized Signature

Title: _____

Company: _____

Printed Name: _____

Date: _____



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DISCUSSION ITEMS





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: April 27, 2021

SUBJECT: Discussion and consideration of swearing in the Municipal Judges: Gary Bachman, Adam Bush, David Howell, Joel Porter, and Farley Ward as an alternative.

Upon the Council's approval, the judges may be sworn-in to duty for another two-year term.



Tim L. Lyon, City Manager



City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
tlyon@midwestcityok.org
www.midwestcityok.org
Office: 405.739.1201

MEMORANDUM

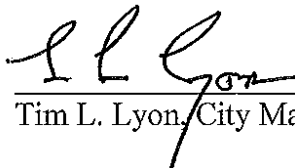
To: Honorable Mayor and Council

From: Tim Lyon, City Manager

Date: April 27, 2021

Subject: Consider and adopt a resolution fixing the amount of bonds to mature each year, fixing the time and place the bonds are to be sold and authorizing the Clerk to give notice of said sale as required by law.

Per our legal counsel, the attached resolution is needed for issuance of the Series 2021A General Obligation Bonds. If the Council so approves, the sale of bonds is set for 11:30 AM on May 25, 2021.



Tim L. Lyon, City Manager

**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 27TH DAY OF APRIL, 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. Notice of said meeting and agenda have also been posted on the City's website in accordance with Title 74, Oklahoma Statutes, Section 3106.2.

(OTHER PROCEEDINGS)

Thereupon there was introduced a resolution which was read in full by the Clerk and considered by sections. Upon motion by Councilman _____, seconded by Councilman _____, the resolution was adopted by the following vote:

AYE: All

NAY: None

THEREUPON, the resolution was signed by the Mayor, attested by the Clerk, sealed with the seal of said municipality and is as follows:

RESOLUTION NO. 2021-11

A RESOLUTION FIXING THE AMOUNT OF BONDS TO MATURE EACH YEAR, FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW.

WHEREAS, the issuance of \$53,650,000.00 of General Obligation Bonds by the City of Midwest City, Oklahoma, described as follows:\$15,965,000 bonds for the purpose of constructing, reconstructing, improving, and repairing streets within the City; \$5,560,000 bonds for the purpose of acquiring, constructing, reconstructing, extending, enlarging, improving and repairing the municipal water system within said City all to be owned exclusively by said City; \$21,635,000.00 bonds for the purpose of purchasing, constructing, equipping, improving, extending, renovating, repairing and beautifying public parks and parklands, cultural and recreational facilities, all to be owned exclusively by said City; and \$10,490,000.00 bonds for the purpose of acquiring, constructing, reconstructing, improving, remodeling, and repairing public safety buildings and facilities and acquiring necessary lands therefor and purchasing and installing public safety equipment all to be owned exclusively by said City, has been duly authorized at an election held on August 28, 2018; and

WHEREAS, The Council of the City of Midwest City, Oklahoma, pursuant to Title 62, Oklahoma Statutes 2011, Section 354, desires to sell at this time \$9,055,000.00 in General Obligation Bonds consisting of a combined issue of \$8,020,000.00 for the purpose of constructing, reconstructing, improving, and repairing streets within the City; \$1,030,000.00 of bonds for the purpose of purchasing, constructing, equipping, improving, extending, renovating, repairing and beautifying public parks and parklands, cultural and recreational facilities, all to be owned exclusively by said City, and \$5,000.00 of bonds for the purpose of acquiring, constructing, reconstructing, extending, enlarging, improving and repairing the municipal water system within said City all to be owned exclusively by said City, as authorized in the 2018 election.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF MIDWEST CITY, OKLAHOMA:

Section 1. That \$9,055,000.00 of General Obligation Bonds of the City of Midwest City, Oklahoma, voted on the 28th day of August, 2018, shall be offered for sale at City Hall, 100 North Midwest Boulevard, in said municipality on the 25th day of May, 2021, at 11:30 o'clock A .M. Central Standard Time, by receipt of sealed bids and electronic bids as set forth in the Notice of Sale and Instructions to Bidders to be used in connection with the sale of the Bonds and that said Bonds shall become due \$375,000.00 in two years from their date and \$375,000.00 annually each year thereafter until paid, except that the last installment shall be \$430,000.00.

Section 2. That the Clerk of said City is hereby ordered and directed to cause notice of the sale of said Bonds to be given as required by law.

ADOPTED AND APPROVED this 27th day of April, 2021.

Mayor

ATTEST:

SARA HANCOCK, City Clerk

(SEAL)

APPROVED as to form and legality this 27th day of April, 2021.

VICKI FLOYD, Assistant City Attorney

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 calling for the sale of Bonds adopted by the governing body of said municipality and transcript of proceedings of said governing body at a regular meeting thereof held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

I 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 and in accordance with the Oklahoma Open Meeting Act.

WITNESS my hand and seal this 27th day of April, 2021.

City Clerk



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: April 27, 2021

Subject: (PC-2059) Public hearing with discussion and consideration of an ordinance to redistrict from C-3, Community Commercial to SPUD, Simplified Planned Unit Development, governed by the C-4, General Commercial subject to staff comments, for the properties described as Lots 1 and 2 of Block A of the Marydale Acres Addition, addressed as 1101 and 1107 N. Post Rd. This item was continued from the January 12, 2021 City Council meeting.

Executive Summary: This request is to rezone the properties from C-3, Community Commercial to a SPUD governed by C-4, with Special Development Regulations to exclude some C-4 uses. Current zoning does allow for a marijuana dispensary. Staff met with the applicant in September of 2020 to discuss rezoning the area of request to allow commercial marijuana grow, light processing and commercial uses. If the property were to use heavy processing in the future, a zoning amendment would be required. The zoning districts where the use of commercial marijuana grow are C-4, General Commercial, I-1, Light Industrial, I-2, Moderate Industrial and I-3, Heavy Industrial. The use of light marijuana processing is allowed by Special Use Permit in C-3, Community Commercial and by right in C-4, General Commercial, I-1, Light Industrial, I-2, Moderate Industrial, and I-3, Heavy Industrial. The lots do not currently have access to city sewer. A public sewer extension is required prior to building permits. As of this writing, staff has not received protest to the rezoning. This item was continued from the January 12, 2021 Council meeting in order to allow the applicant to meet with surrounding property owners. A statement from the Pastor of Lighthouse Baptist Church is included within this agenda. The Planning Commission recommended approval of this application. Action is at the discretion of the City Council.

Dates of Hearing: Planning Commission – December 1, 2020
City Council – January 12, 2021, April 27, 2021

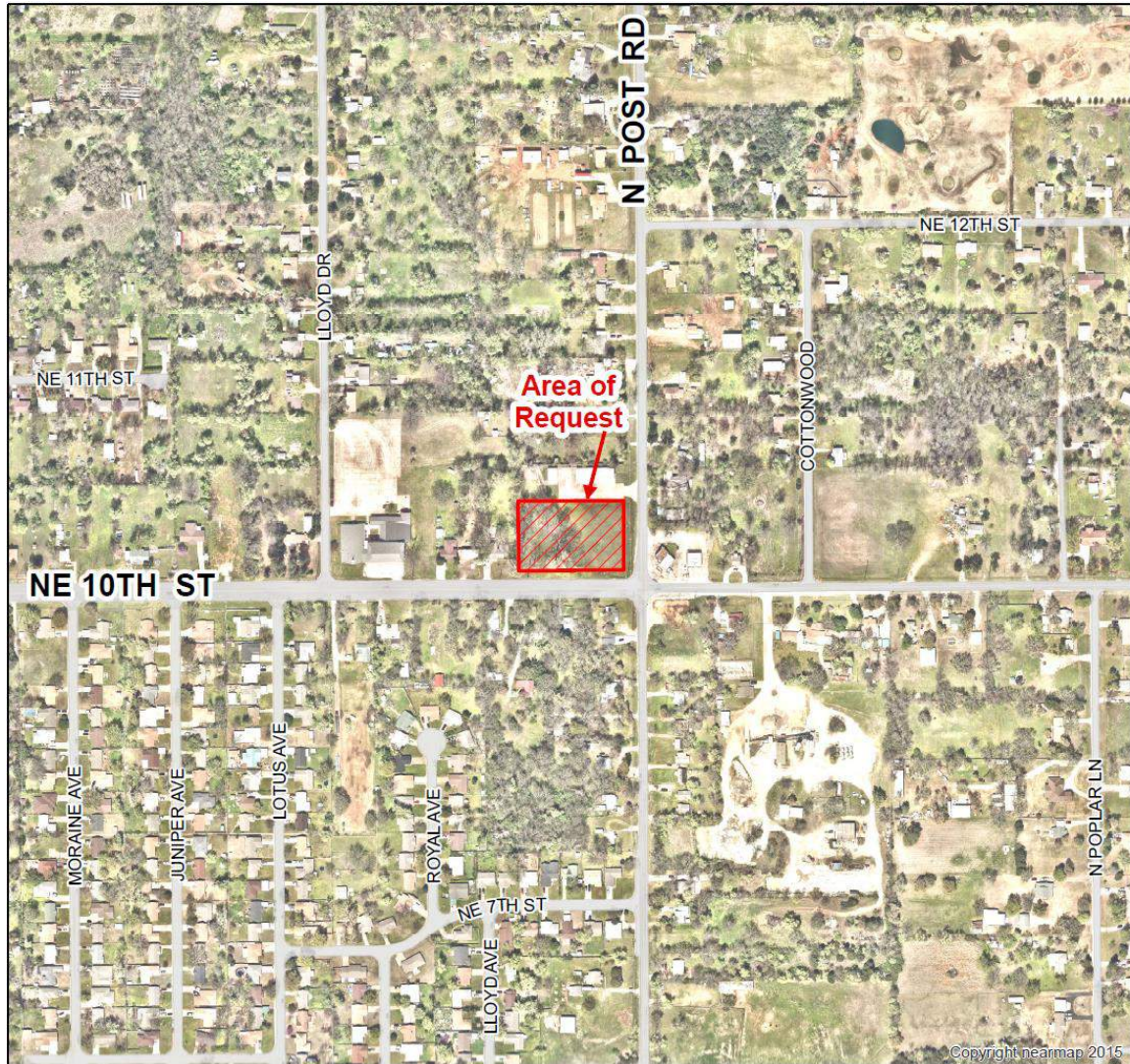
Council/Ward: Ward 5 – Christine Allen

Applicant: Arnold Sefcik

Owner: Janet Miller

Proposed Use: Three (3) Multi-Tenant commercial buildings

100 N. Midwest Boulevard • Midwest City, Oklahoma 73110
Community Development Department (405) 739-1220 • FAX (405) 739-1399 • TDD (405) 739-1359
An Equal Opportunity Employer



Size:

The area of request contains approximately 200' of frontage on N. Post Rd. and contains an area of approximately 1.38 acres.

Zoning Districts:

Area of Request – C-3, Community Commercial

North – C-3, Community Commercial

South and West–R-6, Single Family Residential

East – R-6, Single Family Residential and C-3, Community Commercial

Land Use:

Area of Request – Vacant lots

North – Delling Enterprises

East – Single Family Homes and Sam's Corner Market

South – Single Family Homes

West - Single Family Home

Comprehensive Plan Citation:

Commercial

Areas designated for commercial land use are intended for a variety of commercial uses and establishments with outside storage, display and sales. Examples of such uses include automobile-related services, manufactured home sales, self-storage units, welding shops, and pawnshops. Commercial uses often located along major thoroughfares not because they need the visibility, as retail uses generally do, but because they need the accessibility. The challenge lies in the face that commercial uses often have a greater need for outside storage areas and these areas tend to lessen the visual quality of major thoroughfares.

Municipal Code Citation:

2.26 SPUD, Simplified Planned Unit Development

2.26.1. General Description

The simplified planned unit development, herein referred to as SPUD, is a special Zoning district that provides an alternate approach to conventional land use controls to produce unique, creative, progressive or quality land developments.

The SPUD may be used for particular tracts or parcels of land that are to be developed as one unit according to a master development plan map.

The SPUD is subject to special review procedures and once approved by the City Council it becomes a special zoning classification for the property it represents.

2.26.2 Intent and Purpose

The intent and purpose of the simplified planned unit development provisions are to ensure:

(A) Innovative development

Encouraging innovative development and protect the health, safety and welfare of the community.

(B) Efficient use of land

Encourage efficient use of land, facilitate economic arrangement of buildings and circulation systems;

(C) Appropriate limitations and compatibility

Maintain appropriate limitations on the character and intensity of use, assuring compatibility with adjoining and proximate properties, and following the guidelines of the comprehensive plan.

History:

1. (PC-607) – This property was rezoned from single family residential to C-3, Community Commercial in December of 1982
2. The property has been zoned C-3, Community Commercial since the adoption of the 2010 Zoning Map.
3. The Planning Commission recommended approval of this item December 1, 2020.
4. This item was continued from the January 12, 2021 City Council meeting.

Staff Comments:

Engineer's report:

Note: No engineering improvements are required with this application.

Water Supply and Distribution

A ten (10) inch public water main is located along the south side of N.E. 10th Street and a twelve (12) inch public water main along the east side of Post Road. Any future building will have to connect to public water as outlined in Municipal Code 43-32.

Sanitary Sewerage Collection and Disposal

There are no public sewer mains within or bordering area of request. The nearest public sewer is at the northeast corner of 1111 N Post. Any future building permit will require that a public sewer line to be extended and connect as outlined in Municipal Code 43-109. Plans will have to be designed by an Oklahoma licensed engineer, permitted through Oklahoma Department of Environmental Quality (ODEQ), bonded, and inspected by City Inspection.

Streets and Sidewalks

Access to the area of request exists off N.E. 10th Street and Post Road.

N.E. 10th Street is classified as a Primary Arterial and Post Road is classified as a Secondary Arterial (Divided) in the 2008 Comprehensive Plan.

Although sidewalk improvements are not required with this application, future building permits will require that sidewalks.

Drainage and Flood Control, Wetlands, and Sediment Control

The area of request is developed with houses already established. The area of request is shown to be in an "Area of Minimal Flood Hazard" meaning no floodplain on Flood Insurance Rate map (FIRM) number 40109C0330H, dated December 18th, 2009. Drainage and detention improvements are not required with this application but will be required with any future building permits.

Easements and Right-of-Way

No further easements or right of way would be required with this application.

Fire Marshal's report:

The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15. Minimum fire apparatus turning radius is required to be maintained throughout the site. Fire lane minimums are required to be maintained per city standards.

Plan Review Comments:

As mentioned in the Executive Summary, staff met with the applicant in September of 2020 to discuss this application. The SPUD calls for a phased development of the three (3) proposed multitenant buildings. All buildings will have shared drives with access along both frontages at N. Post Road and N.E. 10th Street. All future buildings will be required to observe the 25' platted front building line along both N. Post Road and N.E. 10th Street.

There is also 50' of right-of-way present along both frontages of N.E. 10th Street and N. Post Road. Development, observing both the right-of-way and platted building lines, must be at a minimum of 75' from the center of the N. Post Road and N.E. 10th Street. If this request is approved, an amending plat will be required to combine the two lots. At the time of building permit, the development must meet current zoning requirements for impervious surface coverage, landscaping, parking, exterior materials, open space, setbacks, and screening.

The building must meet all the requirements for a commercial building including 80% masonry exterior construction requirement and all setbacks. The maximum allowable impervious surface coverage is 90% of lot area, with 10% being open space. The applicant has requested two (2) multi-tenant buildings of 5000 sq. ft. and one (1) multi-tenant building of 8000 sq. ft with a proposed building coverage of approximately 30%. Site proof screening would be required along the West side property line where abutting residential. The applicant has agreed to provide a 6 ft. stockade fence along the West property line for the site-proof screening. The parking area must be a paved hard surface. For retail uses, parking is calculated on a regressed scale. A minimum of 1 parking space for every 150 sq. ft of gross floor area for the first 5,000 sq. ft, then a minimum of 1 parking space for every 200 sq. ft of gross floor area for 5,001 to 12,000 sq. ft. of gross floor area. There are no specific parking requirements for the use of marijuana grow. Light processing, falling under the Light Industrial zoning, is required 1 space for every 500 sq. ft. of gross floor area. The parking spaces must be striped and meet the minimum width and depth requirements of the Zoning Ordinance. Parking aisle width must be a minimum of 26'. The applicant is requesting a Special Development Regulation to allow a minimum of 35 parking spaces. Regarding landscaping, a base of 6 trees and 12 shrubs are required plus 2 trees and 2 shrubs for every 10 parking spaces installed. A minimum of 75% of the required landscaping must be installed in the front of the property. The SPUD design statement calls for one (1) 8X12 multi-tenant freestanding sign at the corner of 10th Street and N. Post Road in addition to wall signs for the entrances to the multi-tenant units. Midwest City code for freestanding signs allows for a maximum of 20' in height and 200 sq. ft. of display surface area. All wall signs must adhere to current Midwest City codes which allows for a maximum of 500 square feet of display surface area per building.

The applicant has requested to exclude the following C-4 uses:

- Automotive Sales and Rentals: Light
- Automotive and Equipment: Storage
- Eating Establishments: Drive-In
- Funeral and Internment Services: Undertaking
- Gasoline Sales: Restricted
- Gasoline Sales: General
- Manufactured Housing and Travel Trailers: Sales and Rentals
- Spectator Sports and Entertainment: Restricted
- Spectator Sports and Entertainment: General
- Tourist Accommodations: Campground
- Off-Street Parking: Commercial Parking
- Off-Street Parking: Personal Vehicle Storage

As noted in the history section, the area of request was rezoned from residential to commercial in 1982. Since that time, the area of request has remained vacant on the corner of two arterial streets.

If this request is approved, staff would recommend that the applicant meet with the Chief Building Official and Fire Marshal to ensure that all equipment to be used for growing and light processing meets current building, electrical and fire codes. Also, if this application is approved, as mentioned above, an Amending Plat application should be submitted to combine the two lots. At time of building permit, the sewer extension and sidewalks will be required.

As mentioned in the executive summary, this item was continued from the January 12, 2021 City Council meeting in order to allow the applicant to meet with surrounding property owners. On April 12, 2021, the applicant submitted a statement signed by the Pastor of Lighthouse Baptist Church in support of this application. The statement is included with this agenda item.

Action is at the discretion of the City Council.

Action Required:

Approve or reject the ordinance to redistrict to SPUD for the property as noted herein, subject to staff's comments as found in the April 27, 2021 agenda packet and made a part of PC-2059 file.



Billy Harless,
Community Development Director

SS:kg



Midwest City Fire Marshal's Office

8201 E Reno Avenue, Midwest City, OK 73110
dhelmberger@midwestcityok.org Office: 405-739-1355
www.midwestcityok.org



Re: PC - 2059

Date: 29 October 2020

PC-2059 is a request to rezone the parcels addressed as 1101 and 1107 N. Post from C-3 to a SPUD, governed by C-3 and also allowing the uses of marijuana grow and marijuana processing.

- The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.
- Minimum fire apparatus turning radius is required to be maintained throughout the site.
- Fire lane minimums are required to be maintained per city standards.

Respectfully,

A handwritten signature in black ink, appearing to read "D. Helmberger".

Duane Helmberger
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: October 14th, 2020

Subject: Engineering staff comments for pc-2059 application

ENGINEERING STAFF CODE CITATIONS AND COMMENTS - PC-2059:

Note: No engineering improvements are required with this application.

Water Supply and Distribution

A ten (10) inch public water main is located along the south side of N.E. 10th Street and a twelve (12) inch public water main along the east side of Post Road. Any future building will have to connect to public water as outlined in Municipal Code 43-32.

Sanitary Sewerage Collection and Disposal

There are no public sewer mains within or bordering area of request. The nearest public sewer is at the northeast corner of 1111 N Post. Any future building permit will require that a public sewer line to be extended and connect as outlined in Municipal Code 43-109. Plans will have to be designed by an Oklahoma licensed engineer, permitted through Oklahoma Department of Environmental Quality (ODEQ), bonded, and inspected by City Inspection.

Streets and Sidewalks

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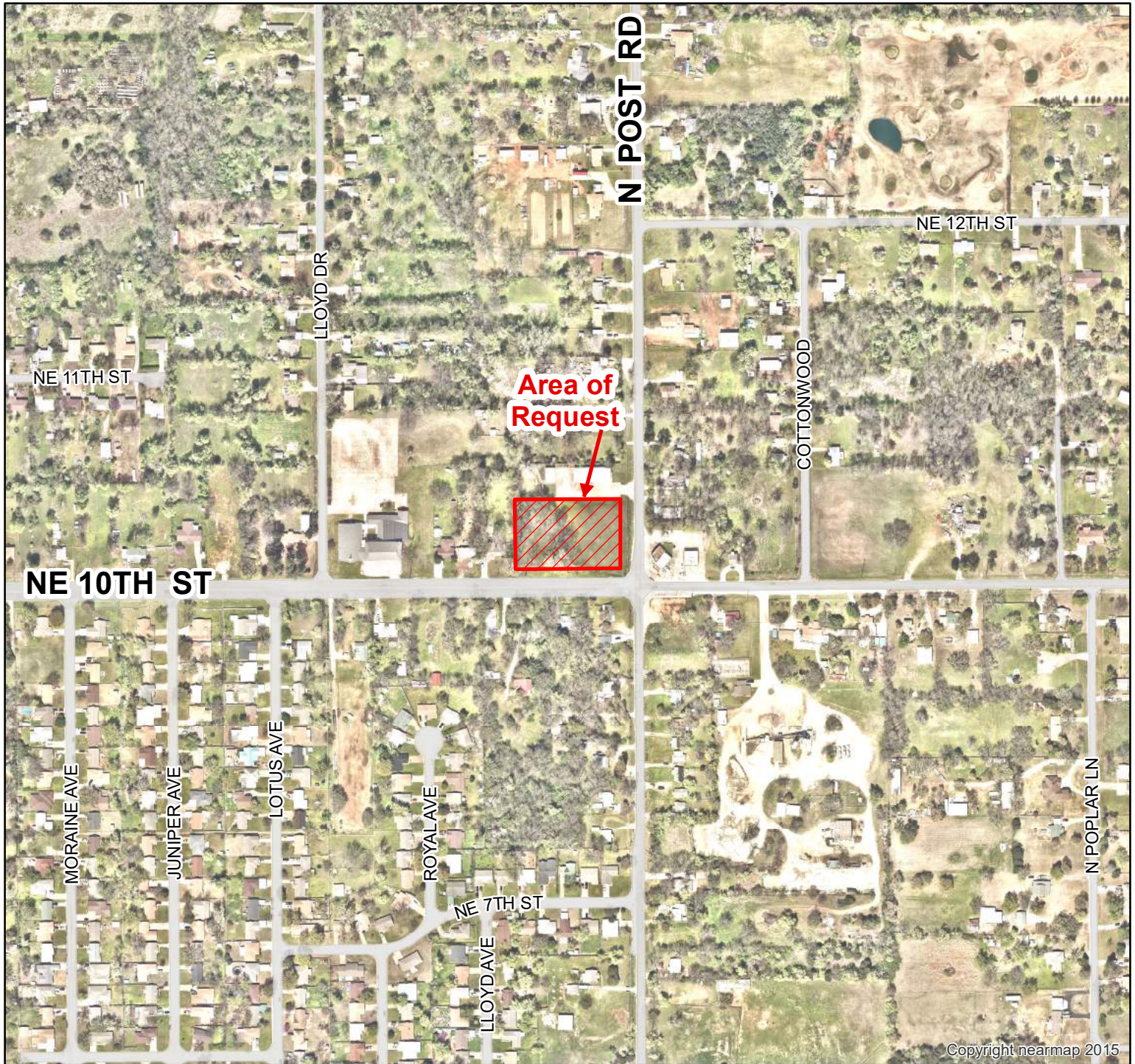
Although sidewalk improvements are not required with this application, future building permits will require that sidewalks.

Drainage and Flood Control, Wetlands, and Sediment Control

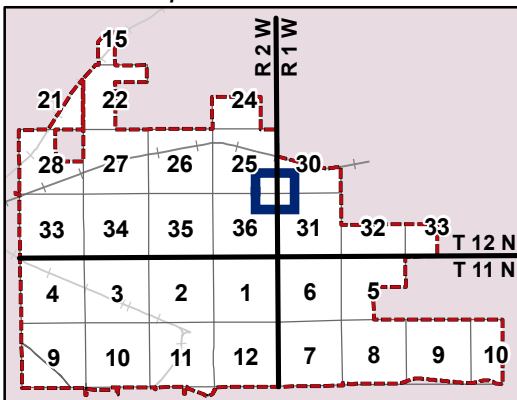
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Easements and Right-of-Way

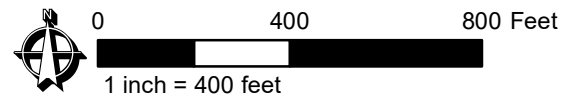
No further easements or right of way would be required with this application.



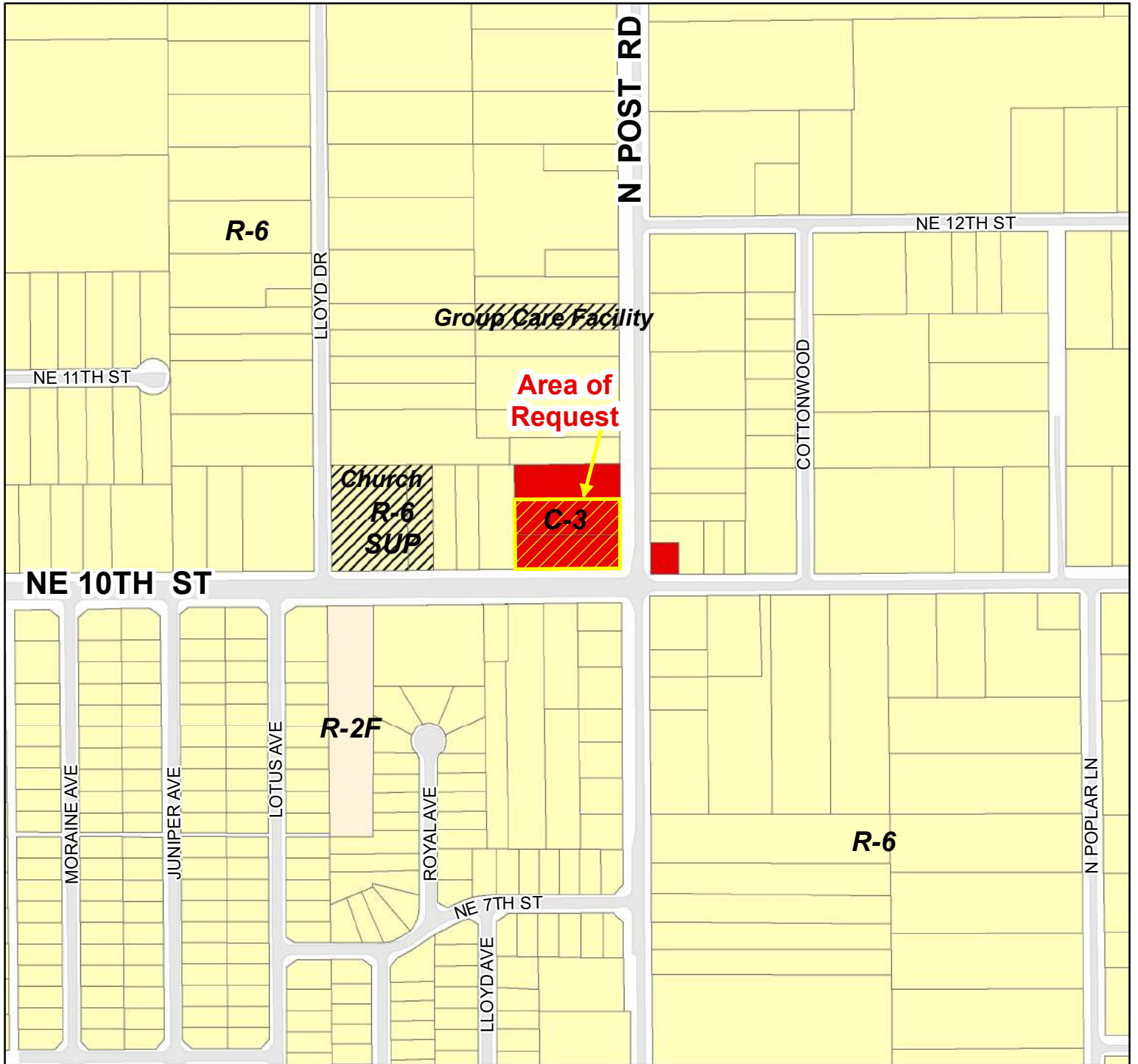
Locator Map



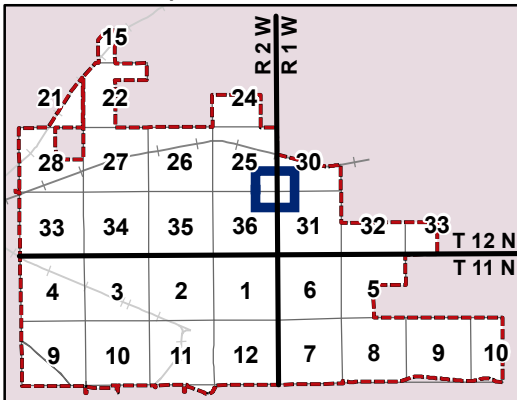
**3/2020 NEARMAP AERIAL VIEW FOR
PC-2059
(SE/4, Sec. 25, T12N, R2W)**



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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

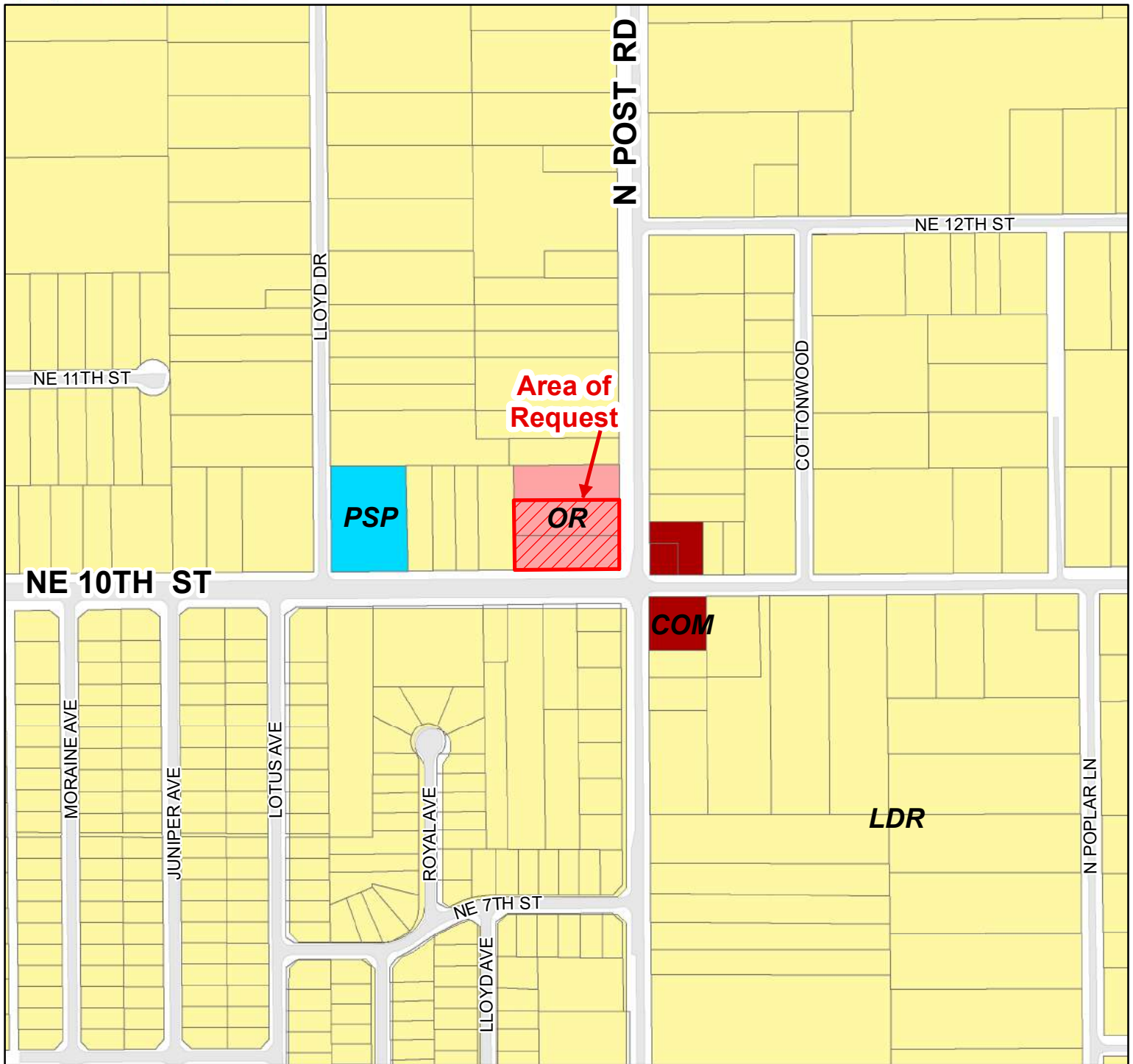
**ZONING MAP FOR
PC-2059
(SE/4, Sec. 25, T12N, R2W)**



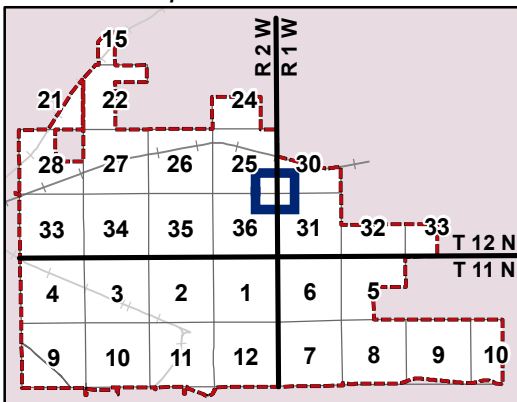
0 400 800 Feet

1 inch = 400 feet

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Locator Map

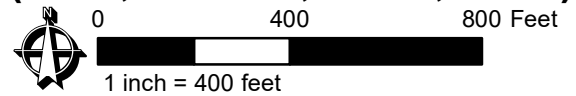


Future Land Use Legend

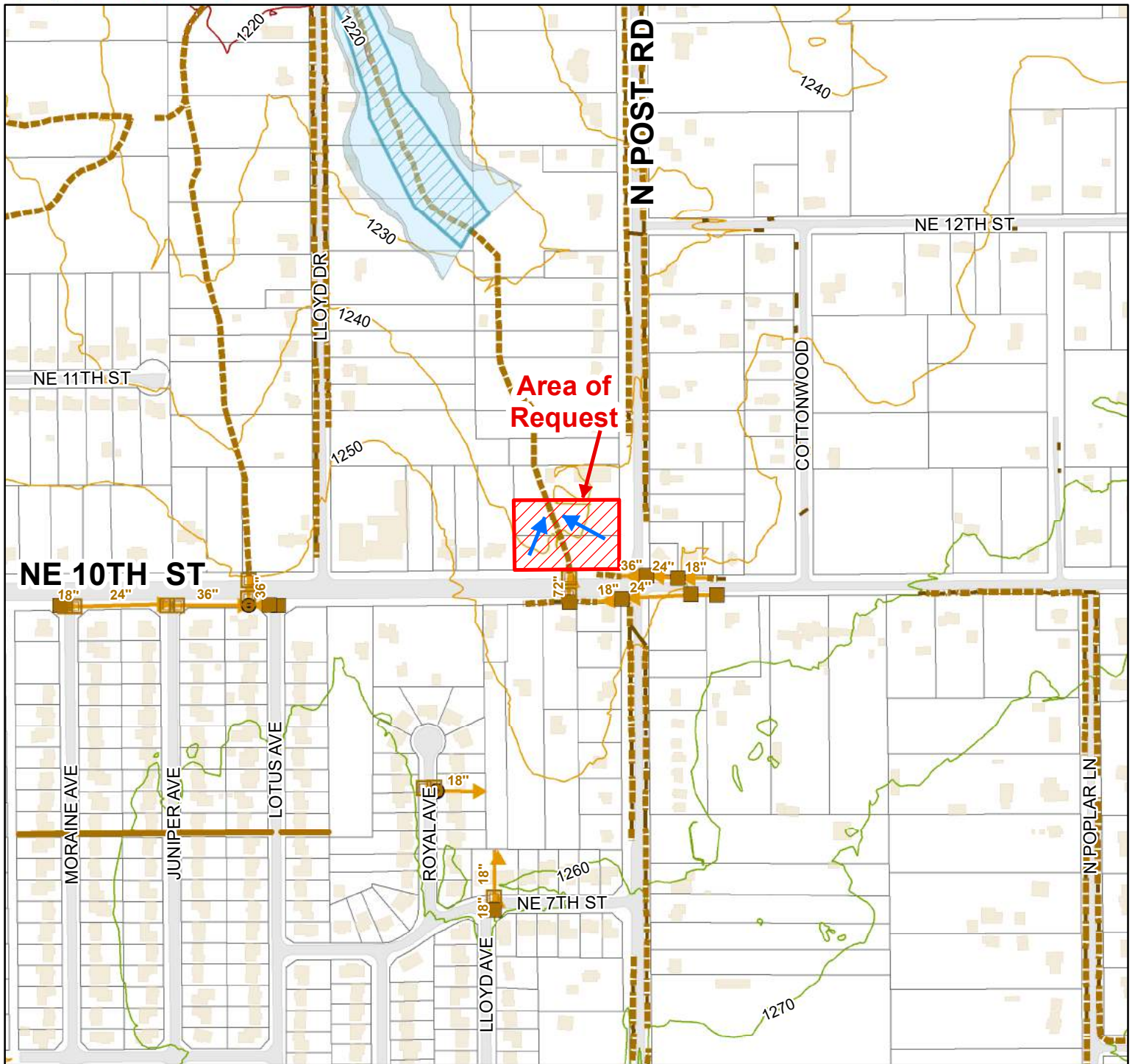
- Single-Family Detached Residential
- Medium Density Residential
- High Density Residential
- Manufactured Home
- Public/Semi-Public
- Parks/Open Space
- Office/Retail
- Commercial
- Industrial
- Town Center

**FUTURE LAND USE
MAP FOR
PC-2059**

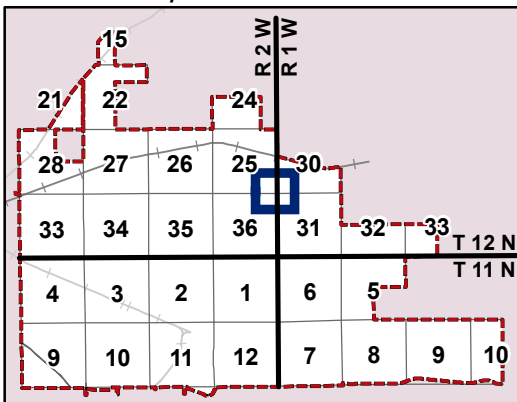
(SE/4, Sec. 25, T12N, R2W)



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Locator Map



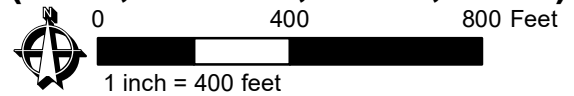
- Drainage Legend**
- Curb Inlets
 - Inlets
 - Junction Box
 - Culverts
 - Flumes
 - Developed Channels
 - Trickle Channels
 - Undeveloped Channels
 - Storm Lines
 - Creeks
- ELEVATION**
- 1166-1204 ft
 - 1204-1228 ft
 - 1228-1250 ft
 - 1250-1278 ft
 - 1278-1324 ft

2009 FEMA Floodplains

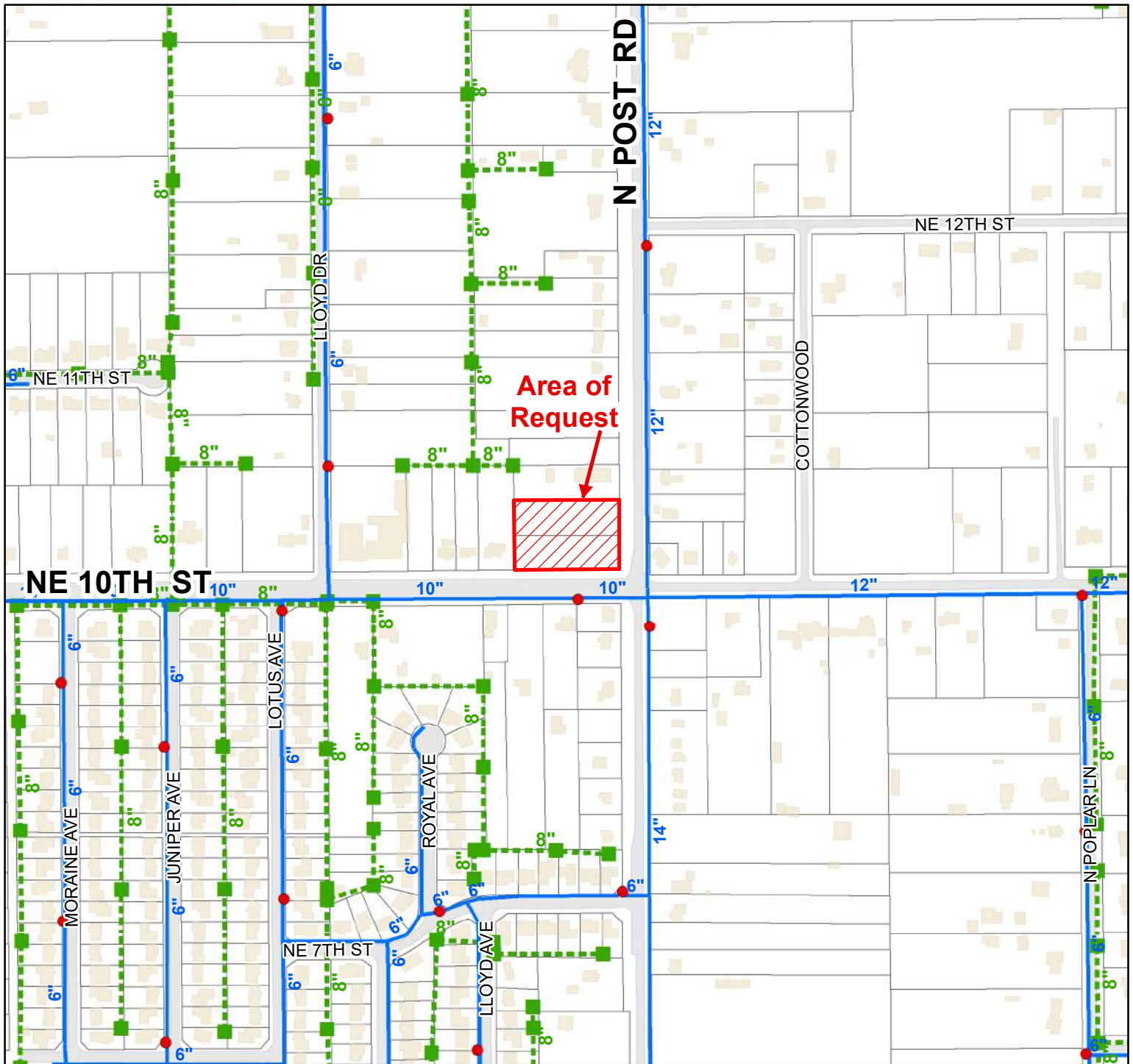
- 500-yr floodplain
- 100-yr floodplain
- 2009 FEMA Floodway

DRAINAGE LOCATION MAP FOR PC-2059

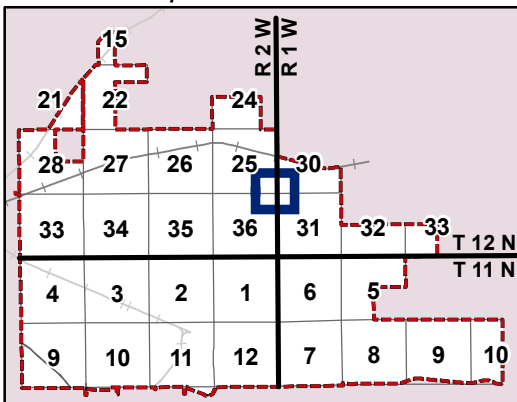
(SE/4, Sec. 25, T12N, R2W)



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Locator Map

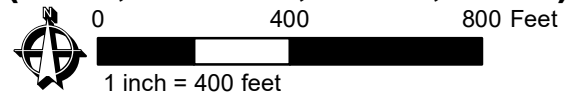


Water/Sewer Legend

- Fire Hydrants
- Water Lines
 - Distribution
 - Well
 - - - OKC Cross Country
 - - - Sooner Utilities
 - - - Thunderbird
 - - - Unknown
- Sewer Manholes
- - - Sewer Lines

**WATER/SEWER LINE
LOCATION MAP FOR
PC-2059**

(SE/4, Sec. 25, T12N, R2W)



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The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT
CURRENT PLANNING DIVISION

Simplified Planned Unit Development

The following is to be used if the request is for a Simplified Planned Unit Development. If this request is not for a Simplified Planned Unit Development, do not complete the next 2 pages.

This document serves as the DESIGN STATEMENT and fulfills the requirement for the SPUD. The Special Development Regulations section of the form must be completed in its entirety. If the applicant proposes additional, more restrictive, design criteria than established in the Special Development Regulations, please elaborate under Other Development Regulations.

A. Special Development Regulations

1. List of the owners and/or developers: AMA Holdings LLC.
2. Please list the adjoining land uses, both existing and proposed.
North: commercial
South: residential
East: commercial & residential
West: residential
3. Please list the use or uses that would be permitted on the site. Please see attachment for approved uses
4. This site will be developed in accordance with the Development Regulations of the C-4, general commercial zoning district.
5. Please list all applicable special development regulations or modified regulations to the base zoning district: Please see proposed site plan
6. Please provide a statement of the existing and proposed streets, including right-of-way standards and street design concepts: N/A - no new streets
7. Please describe the physical characteristics of the following:
Sight-proof screening proposed: 6 ft. stockade fence along west property line.
Landscaping proposed: will meet or exceed city code



The City of
MIDWEST CITY
 COMMUNITY DEVELOPMENT DEPARTMENT
 CURRENT PLANNING DIVISION

Signs proposed: 8x12 sign @ the corner of 10th & Post, business signs located over the entrance of space

Area of open space proposed: 10% minimum required

Proposed access points: NE 10th St. & Post - 2 access points

Drainage information: per engineer specs, retainage to the NE of 10th St entrance and/or underground retainage below parking

8. Existing or proposed building size: (2)-5000 sq.ft., (1)-8000 sq.ft.

Maximum building height: 22

Number of existing or proposed buildings: see proposed site plan

Building setbacks - Front: _____

Sides: > _____

Rear: _____

9. Please provide a description of the proposed sequence of development.

North buildings will be developed first

B. Other Development Regulations

Please list any other amenities or controls included in the SPUD: _____

C. Master Plan Map (attached)

Exhibit A: See attached site plan, renderings, and plat map

This site will be developed in accordance with the Master Development Plan Map as submitted to the City of Midwest City for approval in conjunction with this request.

[Signature]
 Signature

11/16/20
 Date

Please see the attached list of all C-4 uses, those highlighted in yellow will be excluded from development.

4.2.9 Home Occupation

4.3.1 Public Service or Utility: Light

4.3.2 Public Service or Utility: Moderate

4.3.6 Low Impact Institutional: Neighborhood Related

4.3.9 Cultural Exhibits

4.3.10 Library Services and Community Centers

4.3.11 Community Recreation: Restricted

4.3.12 Community Recreation: General

4.3.13 Community Recreation: Property Owners' Association

4.4.1 Administrative and Professional Office

4.4.3 Agricultural Supplies and Services

4.4.4 Alcoholic Beverage Retail Sales

4.4.6 Animals: Grooming and Sales

4.4.8 Animal Sales and Services: Kennels and Veterinary, Restricted

4.4.10 Automotive Equipment: Light

4.4.12 Automotive Sales and Rentals: Light

4.4.14 Automotive and Equipment: Storage

4.4.15 Building Maintenance Services

4.4.16 Business Support Services

4.4.17 Child Care Center and Adult Day Care Center

4.4.18 Communication Services: Limited

4.4.20 Construction Sales and Services

4.4.21 Convenience Sales and Personal Services (dispensary)

4.4.23 Eating Establishments: Drive-In

4.4.24 Eating Establishments: Fast Foods

4.4.26 Eating Establishments: Sit-Down, Alcoholic Beverages not Permitted

4.4.28 Eating Establishments: Sit-Down, Alcoholic Beverages Permitted

4.4.29 Food and Beverage Retail Sales

4.4.33 Funeral and Internment Services: Undertaking

4.4.34 Gasoline Sales: Restricted

4.4.35 Gasoline Sales: General

4.4.36 Health Club

4.4.37 Laundry Services

4.4.38 Manufactured Housing and Travel Trailers: Sales and Rentals

4.4.39 Medical Services: Restricted

4.4.40 Medical Services: General

4.4.42 Participation Recreation and Entertainment: Indoor, Alcoholic Beverages Permitted

4.4.44 Personal Services: Restricted

4.4.45 Personal Services: General

4.4.46 Personal Storage

4.4.47 Repair Services: Consumer

4.4.48 Research Services (testing lab)

4.4.49 Retail Sales and Services: General

4.4.52 Spectator Sports and Entertainment: Restricted

4.4.53 Spectator Sports and Entertainment: General

4.4.55 Tourist Accommodations: Campground

4.4.56 Tourist Accommodations: Lodging

4.4.57 Off-Street Parking: Accessory Parking

4.4.58 Off-Street Parking: Commercial Parking

4.4.59 Off-Street Parking: Personal Vehicle Storage

4.5.1 Custom Manufacturing

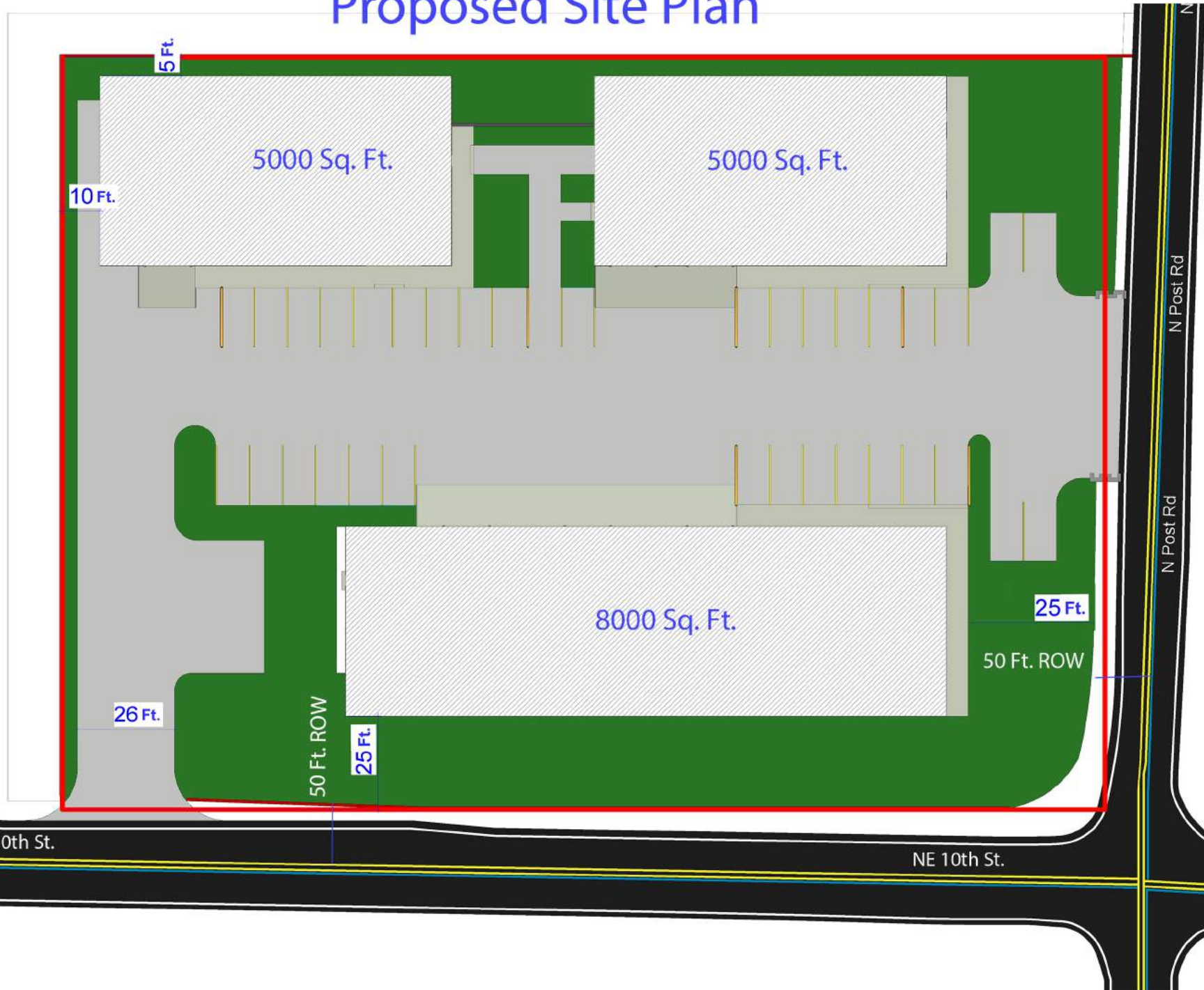
4.5.2 Light Industrial: Restricted (Light processing)

4.5.8 Wholesaling, Storage and Distribution: Restricted

4.5.10 Commercial Medical Marijuana Grower

4.7.6 Horticulture

Proposed Site Plan











N Post Rd

N Post Rd

**City of Midwest City Oklahoma
Notice of Public Hearing**

AMENDED APPLICATION

Notice is hereby given to all property owners within 300 feet of the following described property that a PUBLIC HEARING will be held before the Planning Commission of Midwest City, Oklahoma, on December 1, 2020 at 7:00 p.m., in the City Council Chambers, located at 100 N. Midwest Blvd., to consider the rezoning of said property.

Notice is hereby given to all property owners within 300 feet of the following described property that a PUBLIC HEARING will be held before the City Council of Midwest City, Oklahoma, on January 12, 2021 at or after 6:30 p.m., in the City Council Chambers located at 100 N. Midwest Blvd., to consider:

AN ORDINANCE TO REDISTRIC

FROM: C-3, Community Commercial

TO: Simplified Planned Unit Development (SPUD) governed by the C-4, General Commercial District

For the properties described as Lots 1 and 2 of Block A of the Marydale Acres Addition, addressed as 1101 and 1107 N. Post Rd., and as shown on the attached map.

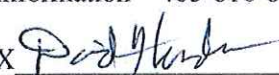
Any person wishing to appear in support or opposition to the proposed resolution may do so. In case of a legal protest, as defined by Section 6.4.2 of the Midwest City Zoning Ordinance, against such change, such change shall not become effective except by the favorable vote of 3/5ths of all members of the City Council. All protests must be signed and filed with the Community Development Department more than three (3) business days prior to the public hearing dates as noted above.

If additional information is desired or if you have any question concerning this matter, please contact Kellie Gilles (405)739-1223 or Sarah Steward (405)739-1265 in the Midwest City Community Development Department, Current Planning Division.



Billy D. Harless
Community Development Director
City of Midwest City, Oklahoma

Dated: November 6, 2020

I, Pastor Dave Henderson of Lighthouse Baptist Church at 9805 NE 10th ST. in Midwest City, Ok. have received this notice and spoke with representative of the new business proposal. On behalf of the Church Body, We have no objection to the changes needed and welcome the new neighbor. Please call if you need more information – 405-816-8947 – Thank You
X  Date 04-05-21



Additional information regarding this item will be available at www.midwestcityok.org/AgendaCenter by 5:00 p.m. on November 25, 2020

1 **PC-2059**

2 **ORDINANCE NO. _____**

3 **AN ORDINANCE RECLASSIFYING THE ZONING DISTRICT OF THE PROPERTY**
4 **DESCRIBED IN THIS ORDINANCE TO SPUD, SIMPLIFIED PLANNED UNIT DE-**
5 **VELOPMENT, AND DIRECTING AMENDMENT OF THE OFFICIAL ZONING DIS-**
6 **TRICT MAP TO REFLECT THE RECLASSIFICATION OF THE PROPERTY’S ZON-**
7 **ING DISTRICT; 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 SPUD, Simplified Planned Unit Development, subject to the conditions contained in the PC-
12 2059 file, and that the official Zoning District Map shall be amended to reflect the reclassifica-
13 tion of the property’s zoning district as specified in this ordinance:

14 Lots 1 and 2 of Block A of the Marydale Acres Addition, Midwest City, OK.

15 **SECTION 2. REPEALER.** All ordinances or parts of ordinances in conflict herewith are
16 hereby repealed.

17 **SECTION 3. SEVERABILITY.** If any section, sentence, clause or portion of this ordinance is
18 for any reason held to be invalid, such decision shall not affect the validity of the remaining por-
19 tions of the ordinance.

20 PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma,
21 on the _____ day of _____, 2021.

22 THE CITY OF MIDWEST CITY, OKLAHOMA

23 _____
24 MATTHEW D. DUKES II, Mayor

25 ATTEST:

26 _____
27 SARA HANCOCK, City Clerk

28 APPROVED as to form and legality this _____ day of _____, 2021.

29 _____
30 VICKI FLOYD, Assistant 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, Current 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: April 27, 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, February 23, 2021 or March 23, 2021 City Council meetings.

Executive Summary: This is a request to rezone the property from R-HD, Residential High Density to R-MH-2, Manufactured Home Park. The area of request currently serves as the Parkway Manufactured Home Community. The lot has been operating as a legal nonconforming use. The owner met with staff and stated that he would like to expand the manufactured home park to allow for an additional 18 lots. In order to expand the existing non-conforming use, the zoning for the entire parcel must come into compliance. Therefore, the applicant is requesting to rezone the parcel for expansion. The proposed expansion includes 3.02 acres and will be served connecting the drive on two existing streets within the community. Due to concerns from the neighbors to the north of this parcel, the applicant agreed to amend the legal description of this request to exclude the former railroad right-of-way along the northern part of this parcel. The area to be excluded is between 140-200 feet and is shown on the attached exhibit. This will serve as a buffer between the mobile home community and single family homes. No action was taken on this item at the January 12, 2021 City Council meeting. Following that meeting, staff and the applicant have discussed how to move forward with this application. Per the attached letter from the applicant, if this rezoning request is approved, the applicant has agreed to initiate the Preliminary Plat process for the entire parcel no later than November 2021 and prior to any expansion of the park. The applicant has agreed to meet all requirements of the Subdivision Regulations including conducting a drainage study, providing a drainage easement along the northern portion of the property and connecting all new and existing units to City water and sewer services. A complete list of items the applicant has agreed to provide if this application is approved is attached. Action is at the discretion of the City Council.

Dates of Hearing: Planning Commission – December 1, 2020
City Council – January 12, 2021, February 23, 2021, March 23, 2021 and April 27, 2021

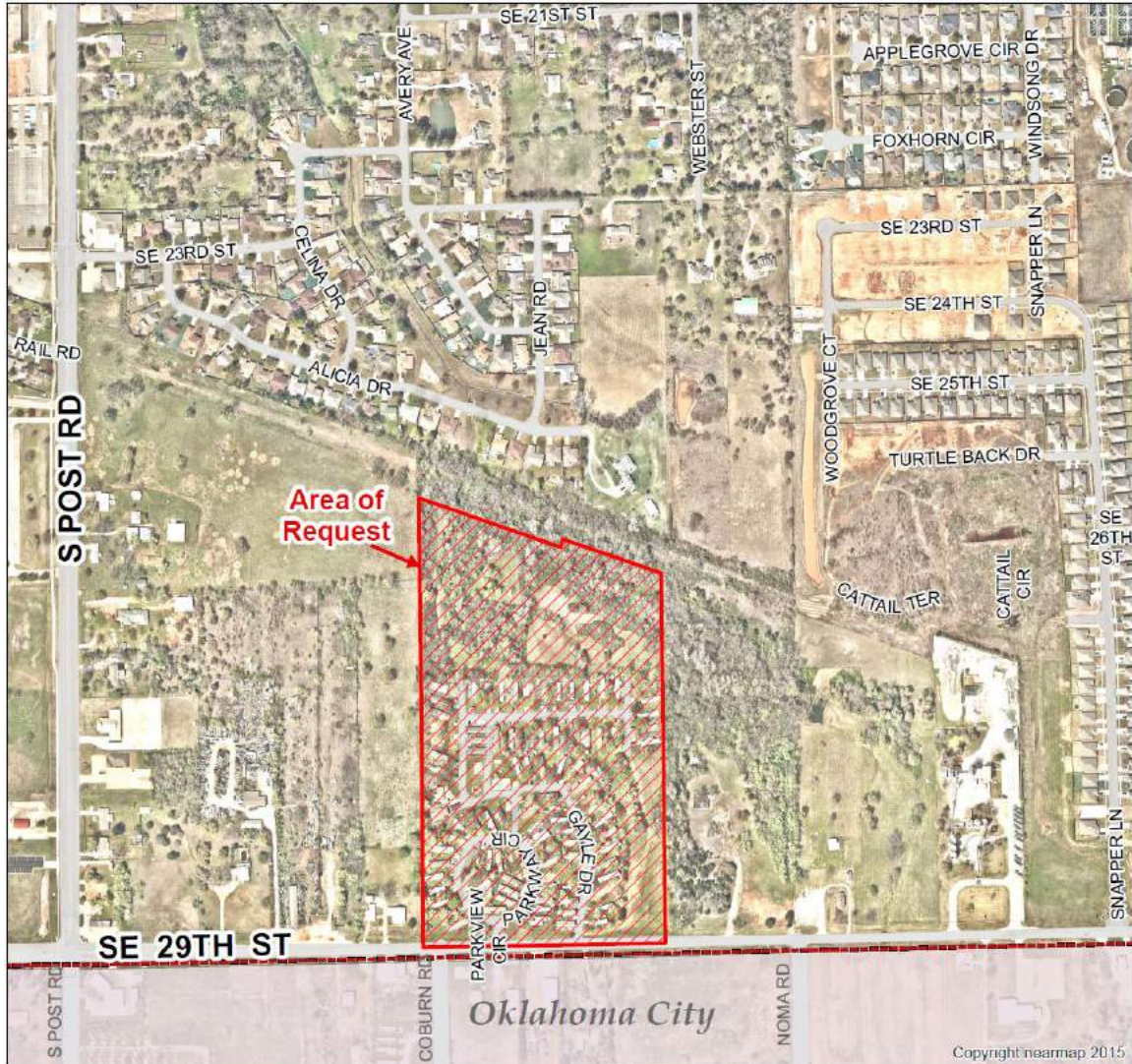
Council Ward: Ward 6, Rick Favors

Applicant: Mark W. Zitzow

Proposed Use: Manufactured Home Park

Size:

The area of request has a frontage of approximately 880' along S.E. 29th St. and contains an area of approximately 28.20 acres, more or less.



Development Proposed by Comprehensive Plan:

- Area of Request – MH, Manufactured Home
- North – LDR, Low Density Residential
- East – COM, Commercial, and LDR, Low Density Residential
- South – Oklahoma City boundary
- West – O/R, Office Retail, and LDR, Low Density Residential

Zoning Districts:

- Area of Request – R-HD, Residential High Density
- North – R- HD followed by R-6, Single Family Residential
- East – R-6, Single Family Residential
- West – R-HD, High Density Residential
- South – Oklahoma City Boundary

Land Use:

Area of Request – Manufactured Home Park
North – 200’ vegetative buffer followed by single family residences
East and West – single family homes
South – Oklahoma City Boundary

Municipal Code Citation:

2.12. R-MH-2, Manufactured Home Park District

2.12.1 General Description

This district permits locations for manufactured home parks which, while providing a residential environment, are not generally compatible with normal single-family and two-family residential developments.

These parks are under single ownership and provide leased or rented manufactured home spaces.

This district should provide for an orderly arrangement of home sites in manufactured home parks that have been located and designed in a manner that will promote and protect the health, safety, and general welfare of the residents.

5.8. Nonconforming Buildings, Structures, and Uses of Land

5.8.2 (C) Expansions prohibited. During the five-year notice time period, the nonconforming use shall not be expanded or moved in whole or in part to any other portion of the lot or parcel on which it is located.

Comprehensive Code Citation:

Manufactured Home Land Use

There are several existing areas within Midwest City that are characterized by uses such as manufactured homes, which provide affordable housing for citizens in the City. The types of residential uses that can be found within this classification are manufactured homes, single-family detached dwelling units and duplexes. On the Future Land Use Plan Map, the areas that have been designated are consistent with areas wherein manufactured homes are currently located.

History:

1. The property was denied to be rezoned from R-1, Single Family Residential to, R-4, Medium Density Residential in July of 1984 (PC-754).
2. A request to rezone the property to a PUD, Planned Unit Development governed by R-4, Medium Density Residential in September of 1984 (PC-777) was withdrawn.
3. This area was zoned R-HD, Residential High Density with the adoption of the 1985 and 2010 Zoning Ordinances.
4. The Planning Commission recommended approval of this item December 1, 2020 with the amended legal description excluding the former railroad right-of-way along the northern portion of the parcel from this request.
5. No action was taken on this item at the January 12, 2021, February 23, 2021 or March 23, 2021 Council meetings.

Staff Comments:

Engineer's report:

Note: No engineering improvements are required with this application.

Water Supply and Distribution

An eighteen (18) inch public water main is located along the south side of S.E. 29th Street. Any new building permit or new trailer site will require tie into the public water system as outlined in Municipal Code 43-32. The existing park may already be tied into public water via a master meter and distributed after.

Sanitary Sewerage Collection and Disposal

Two separate eight (8) inch public sanitary sewers are located along the north and east sides of the property. Any new building permit or new trailer site will require tie into the public sewer system as outlined in Municipal Code 43-109. Extension of the public sewer system will require plans submitted by an Oklahoma licensed engineer to be designed to city standard. Plans will be reviewed by both the City and Oklahoma Department of Environmental Quality before being constructed and inspected. Alternatively, since this property is one lot, a private sewer service can be built to extend to the northwest. The sewer system on the north east corner is served by a lift station and further study would be required by the developer prior to allowing to tie into that particular main.

Streets and Sidewalks

Access to the area of request exists off S.E. 29th Street which is classified as a Primary Arterial in the 2008 Comprehensive Plan.

Drainage and Flood Control, Wetlands, and Sediment Control

The area of request is shown to be in an "Area of Minimal Flood Hazard" meaning no floodplain on two Flood Insurance Rate maps (FIRM) which bisect the property.

- The northern section of the property is on map number 40109C0330H, dated December 18th, 2009.
- The southern section of the property is on map number 40109C0340H, dated December 18th, 2009.

Drainage and detention improvements are not required with this application.

Easements and Right-of-Way

No further easements or right of way would be required with this application.

Fire Marshal's report:

- The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.
- Fire hydrants and fire mains are required to be installed in accordance with Midwest City Ordinance Section 15 and the International Fire Code through the proposed new addition of the site.
- Hydrant placement will be reviewed, coordinated and approved through line maintenance and the Fire Marshal's office.
- If the park expands to the north of the exiting streets water supply and hydrants will be required

Plan Review Comments:

The applicant has met with staff and would like to expand the manufactured home park East on the lot. The parcel is currently zoned R-HD, High Density Residential and the use of a manufactured home community is not allowed by right in the R-HD district. The use of a manufactured home park is considered to be a legal nonconforming use. This application is a request to rezone the parcel to R-MH-2, Manufactured Home Park to allow the existing use to expand eastward on the property for an additional 18 manufactured home lots, comprising 3.2 acres of the entire lot.

The expansion of the use will include a drive that connects two existing streets. The additional lots must provide a minimum of 2 parking spaces per dwelling unit. The additional street and parking must be of a permanent paved hard surface. All homes will be required to meet the landscaping, setback, parking, and building codes in place at the time of permitting.

As mentioned above, at the Planning Commission meeting, the applicant agreed to exclude the former railroad right-of-way along the north 140-200' of the lot from the request to preserve the existing berm and vegetation and serve as a buffer between the mobile home community and the existing single family homes to the north.

If this request is approved, the applicant has agreed begin the platting process no later than November 2021. This will require preliminary and final plat applications, both to be heard by the Planning Commission and City Council. The plat must be approved by Council and filed prior to issuance of any permits for any new homes within the area of request. As noted in the letter provided by the applicant, the following items will be addressed through the platting process in accordance with the Subdivision Regulations:

- Meeting Preliminary and Final platting requirements
- Conducting a drainage study
- Connecting units to City provided water
- Installing fire hydrants in the existing and proposed development
- Installing a sidewalk along the arterial frontage or otherwise satisfying this requirement
- Providing a mutually agreed upon drainage easement
- Serving all units with City sewer
- Providing a master plan at platting
- Providing a mutually agreed upon easement for a nature trail to be installed and maintained by the City

Action is at the discretion of the City Council.

Action Required:

Approve or reject the ordinance to redistrict to R-MH-2, Manufactured Home Park for the property as noted herein, subject to staff's comments as found in the April 27, 2021 agenda packet and made a part of PC-2063 file.



Billy Harless,
Community Development Director

SS:kg



Midwest City Fire Marshal's Office

8201 E Reno Avenue, Midwest City, OK 73110
dhelmberger@midwestcityok.org Office: 405-739-1355
www.midwestcityok.org



Re: PC - 2063

Date: 18 November 2020

PC-2063 is a request to rezone the parcel at 10301 SE 29th Street from R-HD, High Density Residential to R-MH-2, Manufactured Home Park District. Parkway Mobile Home Community is located at this site and the zoning is currently non-conforming for a mobile home park. The owners are wanting to expand/add additional spaces and in order to expand, the zoning must come into conformance.

- The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.
- Fire hydrants and fire mains are required to be installed in accordance with Midwest City Ordinance Section 15 and the International Fire Code through the proposed new addition of the site.
- Hydrant placement will be reviewed, coordinated and approved through line maintenance and the Fire Marshal's office.
- If the park expands to the north of the exiting streets water supply and hydrants will be required.

Respectfully,

A handwritten signature in black ink, appearing to read "D. Helmberger".

Duane Helmberger
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: November 12th, 2020

Subject: Engineering staff comments for pc-2063 application

ENGINEERING STAFF CODE CITATIONS AND COMMENTS - PC-2063:

Note: No engineering improvements are required with this application.

Water Supply and Distribution

An eighteen (18) inch public water main is located along the south side of S.E. 29th Street. Any new building permit or new trailer site will require tie into the public water system as outlined in Municipal Code 43-32. The existing park may already be tied into public water via a master meter and distributed after.

Sanitary Sewerage Collection and Disposal

Two separate eight (8) inch public sanitary sewers are located along the north and east sides of the property. Any new building permit or new trailer site will require tie into the public sewer system as outlined in Municipal Code 43-109. Extension of the public sewer system will require plans submitted by an Oklahoma licensed engineer to be designed to city standard. Plans will be reviewed by both the City and Oklahoma Department of Environmental Quality before being constructed and inspected. Alternatively, since this property is one lot, a private sewer service can be built to extend to the northwest. The sewer system on the north east corner is served by a lift station and further study would be required by the developer prior to allowing to tie into that particular main.

Streets and Sidewalks

Access to the area of request exists off S.E. 29th Street which is classified as a Primary Arterial in the 2008 Comprehensive Plan.

Drainage and Flood Control, Wetlands, and Sediment Control

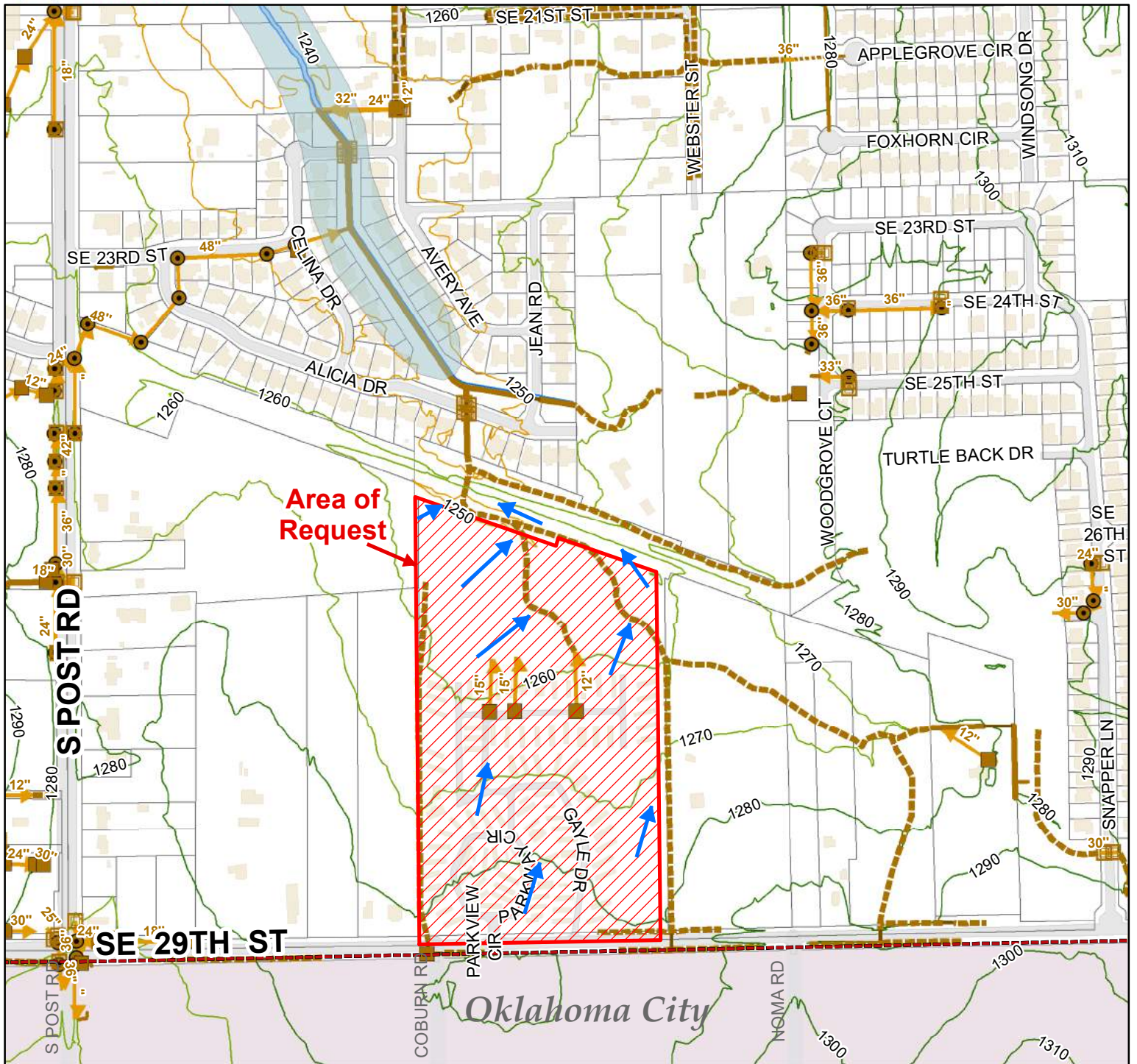
The area of request is shown to be in an “Area of Minimal Flood Hazard” meaning no floodplain on two Flood Insurance Rate maps (FIRM) which bisect the property.

- The northern section of the property is on map number 40109C0330H, dated December 18th, 2009.
- The southern section of the property is on map number 40109C0340H, dated December 18th, 2009.

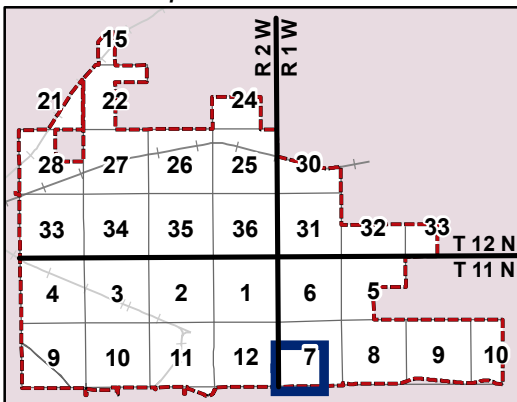
Drainage and detention improvements are not required with this application.

Easements and Right-of-Way

No further easements or right of way would be required with this application.



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

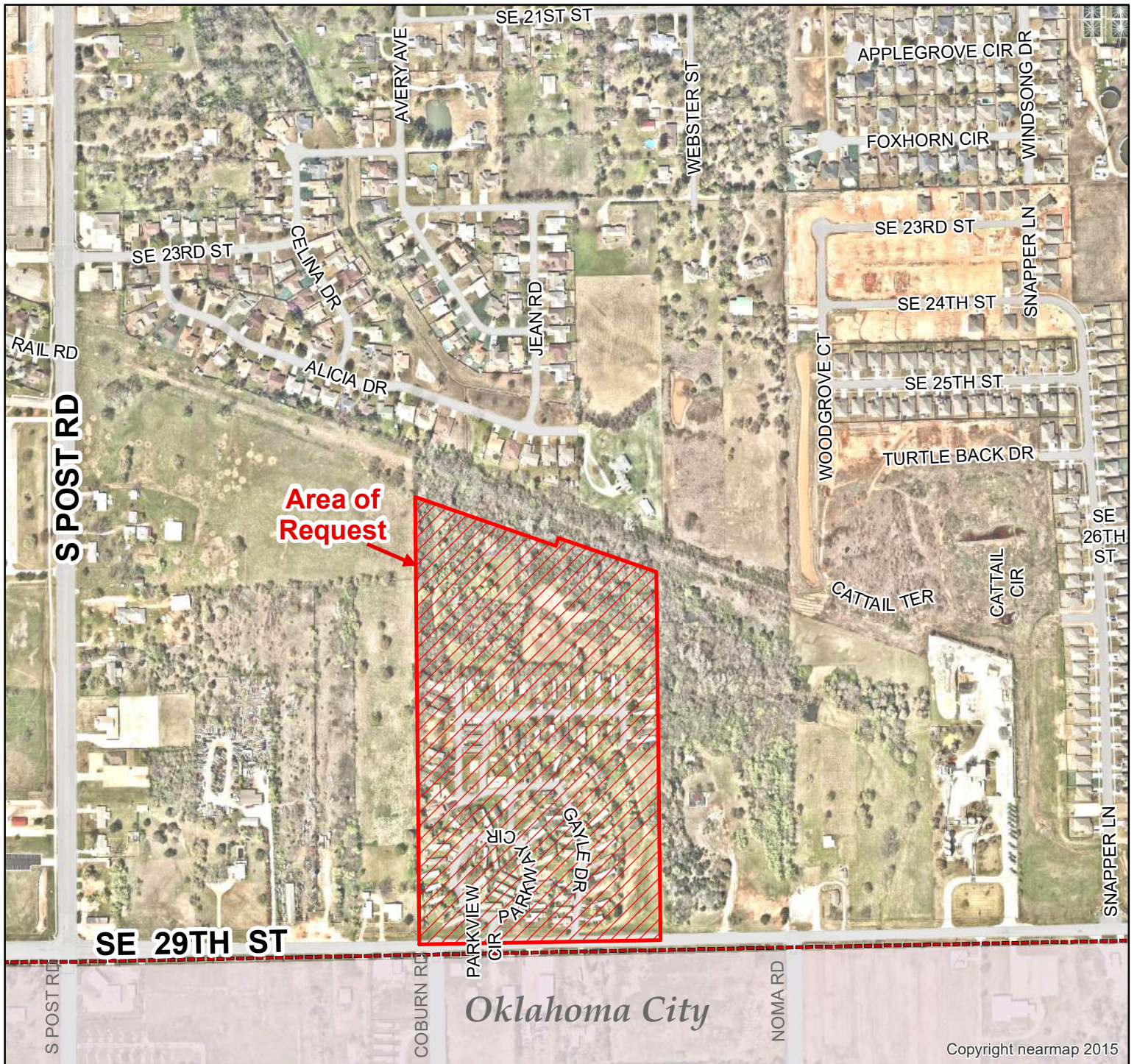
- 2009 FEMA Floodplains**
- 500-yr floodplain
 - 100-yr floodplain
- 2009 FEMA Floodway**
- FLOODWAY

DRAINAGE LOCATION MAP FOR PC-2063 (SW/4, Sec. 7, T11N, R1W)

0 500 1,000 Feet

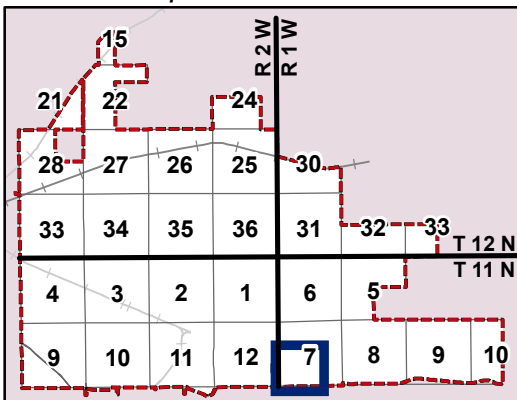
1 inch = 500 feet

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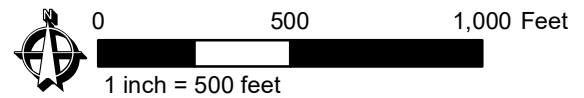


Copyright nearmap 2015

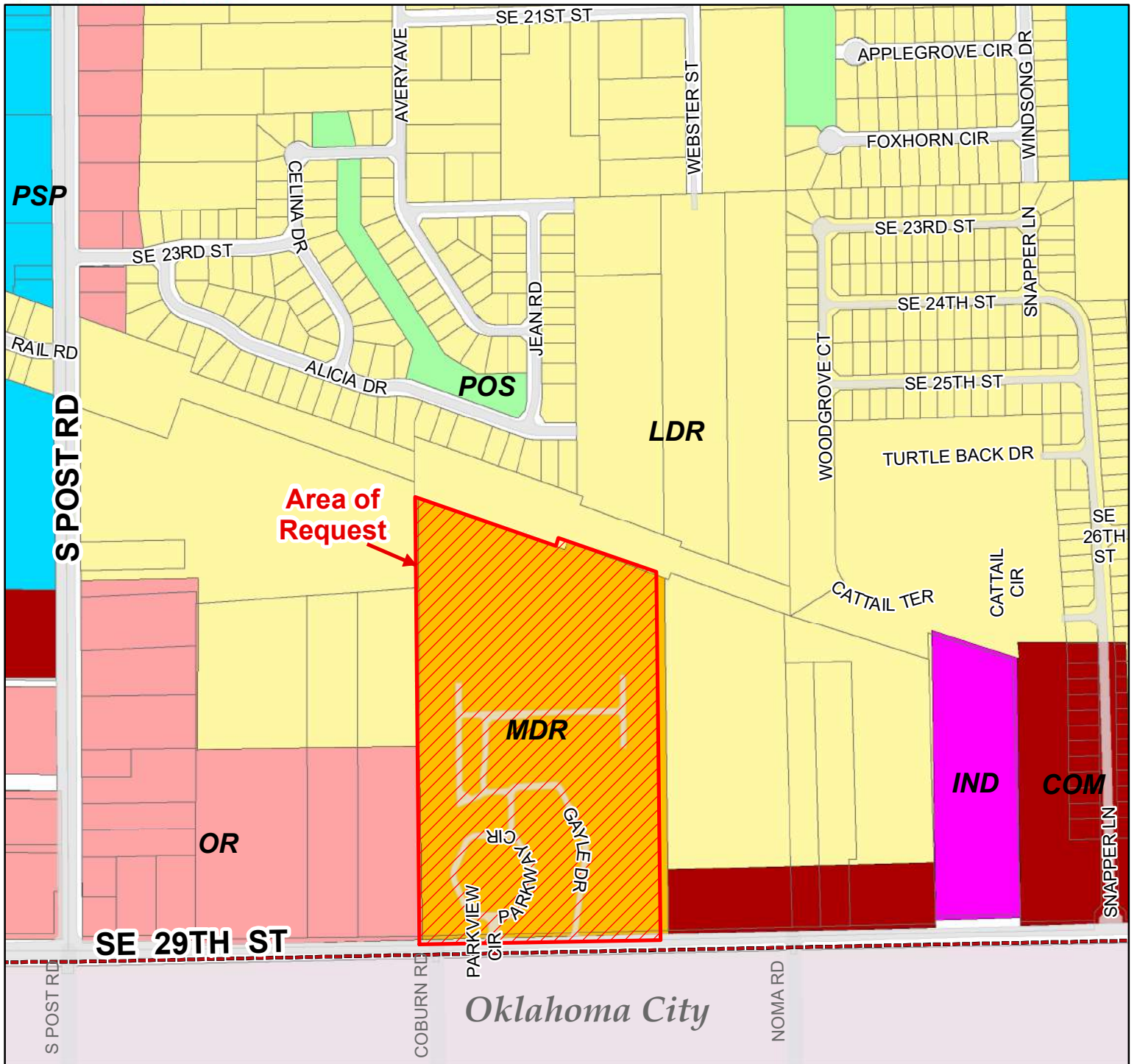
Locator Map



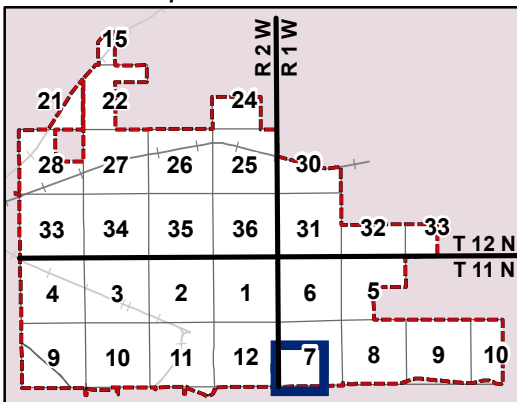
**3/2020 NEARMAP AERIAL VIEW FOR
PC-2063
(SW/4, Sec. 7, T11N, R1W)**



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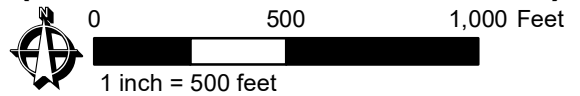
Locator Map



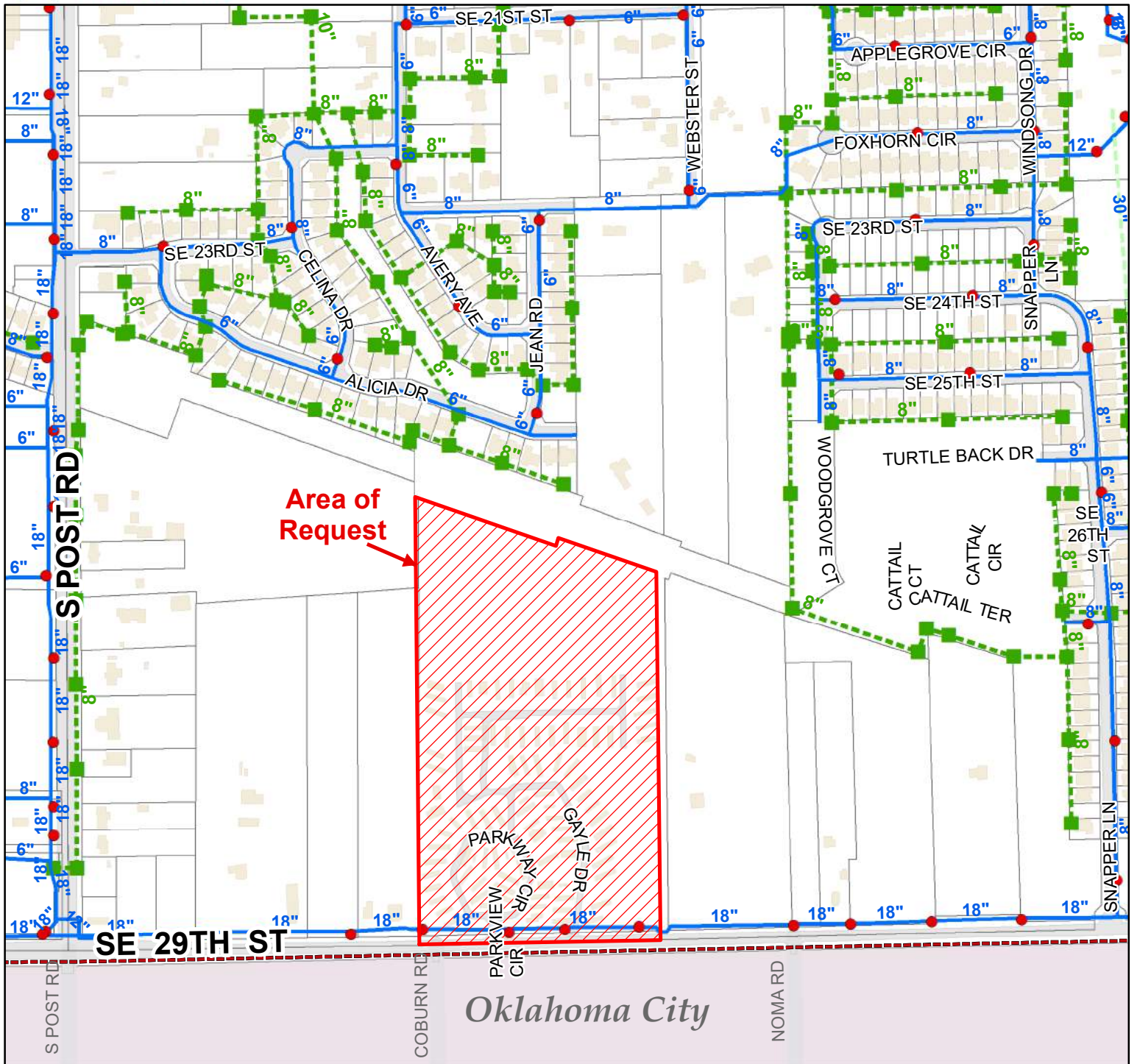
Future Land Use Legend

- Single-Family Detached Residential
- Medium Density Residential
- High Density Residential
- Manufactured Home
- Public/Semi-Public
- Parks/Open Space
- Office/Retail
- Commercial
- Industrial
- Town Center

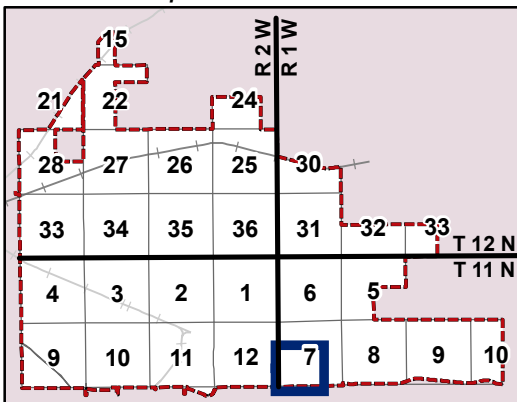
**FUTURE LAND USE
MAP FOR
PC-2063
(SW/4, Sec. 7, T11N, R1W)**



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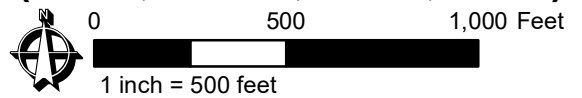
Locator Map



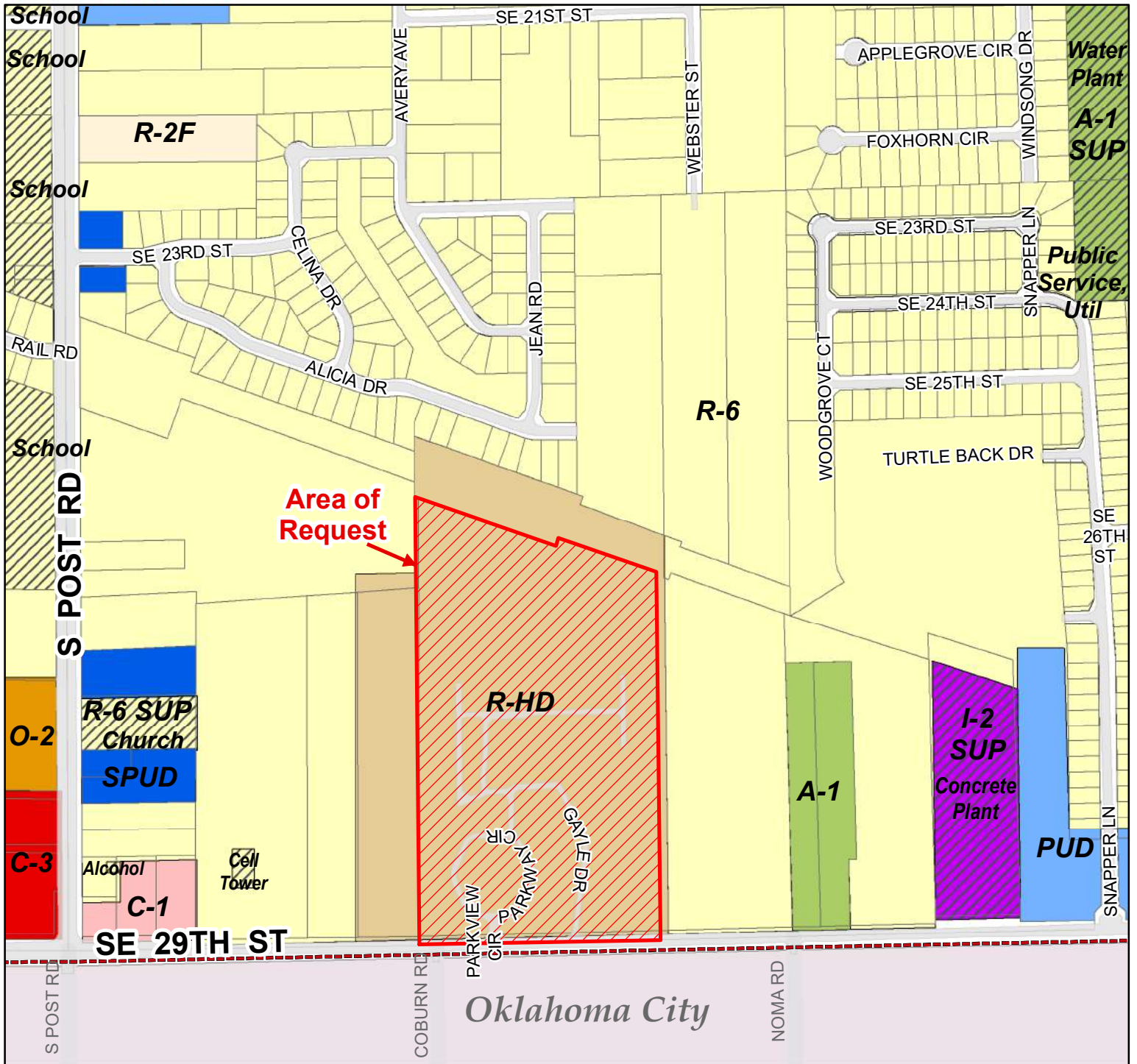
Water/Sewer Legend

- Fire Hydrants
- Water Lines
 - Distribution
 - Well
 - - - OKC Cross Country
 - - - Sooner Utilities
 - - - Thunderbird
 - - - Unknown
- Sewer Manholes
- - - Sewer Lines

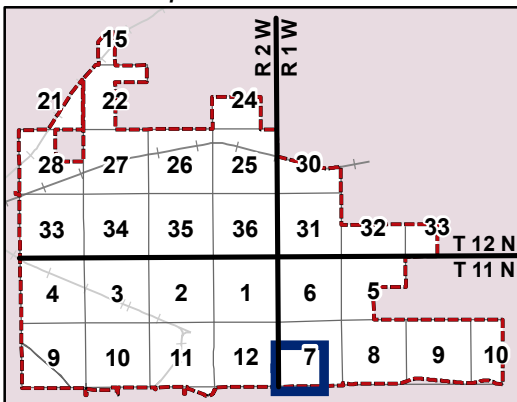
**WATER/SEWER LINE
LOCATION MAP FOR
PC-2063
(SW/4, Sec. 7, T11N, R1W)**



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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-2063 (SW/4, Sec. 7, T11N, R1W)



0 500 1,000 Feet

1 inch = 500 feet

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April 14, 2021

City of Midwest City
Community Development
100 N Midwest Boulevard
Midwest City, OK 73110

Attn: Ms. Kellie Gilles, Current Planning Manager

RE: PC-2063-Parkway Project Expansion: 10301 SE 29th Street

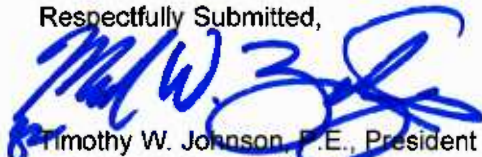
Dear Kellie:

This letter is pursuant to our conversation regarding improvements to be made for the Parkway expansion. During the City Council hearing, questions regarding requirements for the expansion were raised. In an effort to provide clarity, transparency and reassurance to the Council, adjacent property owners, City Staff and our client, we are providing the requirements in writing to be made part of the approval of the zoning for the total area of the proposed rezoning application (PC-2063). Our client, Stonetown Capital, has agreed that any request for construction of the park outside of its existing footprint will need to satisfy the following conditions:

- Meeting Preliminary and Final platting requirements
- Conducting a drainage study
- Connecting units to City provided water
- Installing fire hydrants in the existing and proposed development
- Installing a sidewalk along the arterial frontage or otherwise satisfying this requirement
- Providing a mutually agreed upon drainage easement
- Serving all units with City sewer
- Providing a master plan at platting
- Providing a mutually agreed upon easement for a nature trail to be installed and maintained by the City

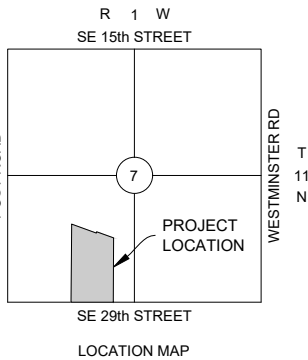
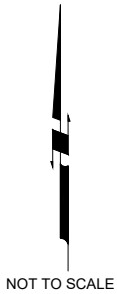
The above list would not prohibit the Owner from maintaining or replacing existing homes/structures or filling any vacant sites within the existing park. The above items apply only outside of the park's existing footprint which has a current count of 103 homesites. But our client understands and agrees that no additional homesites may be added until the conditions above are satisfied. Contingent on the zoning application being approved, it is the owner/developer's intent to immediately begin studying the drainage and submit for platting by November of 2021. Should you have any questions or comments, please feel free to contact this office.

Respectfully Submitted,


Timothy W. Johnson, P.E., President
JOHNSON & ASSOCIATES, LLC.

cc: Mark W. Zitzow, AICP, Johnson & Associates, LLC.
File: 4681

Line Table		
Line #	Direction	Length
L1	N19°14'00"E	30.00'



ACAD FILE: S:\Civil 3D proj\4681\4681 - Zoning EX.dwg, 12/2/2020 12:17 PM, Nate Haikin
 XREFS LOADED:

Copyright © 2020 Johnson & Associates, Inc.

Proj. No.: 4681
 Date: 12-02-20
 Scale: N.T.S.

PARKWAY MANUFACTURED HOME COMMUNITY
 MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA
REZONING EXHIBIT



Johnson & Associates, Inc.
 1 E. Sheridan Ave., Suite 200
 Oklahoma City, OK 73104
 (405) 235-8075 FAX (405) 235-8078 www.jaokc.com
 Certificate of Authorization #1484 Exp. Date: 06-30-2021
 • ENGINEERS • SURVEYORS • PLANNERS •



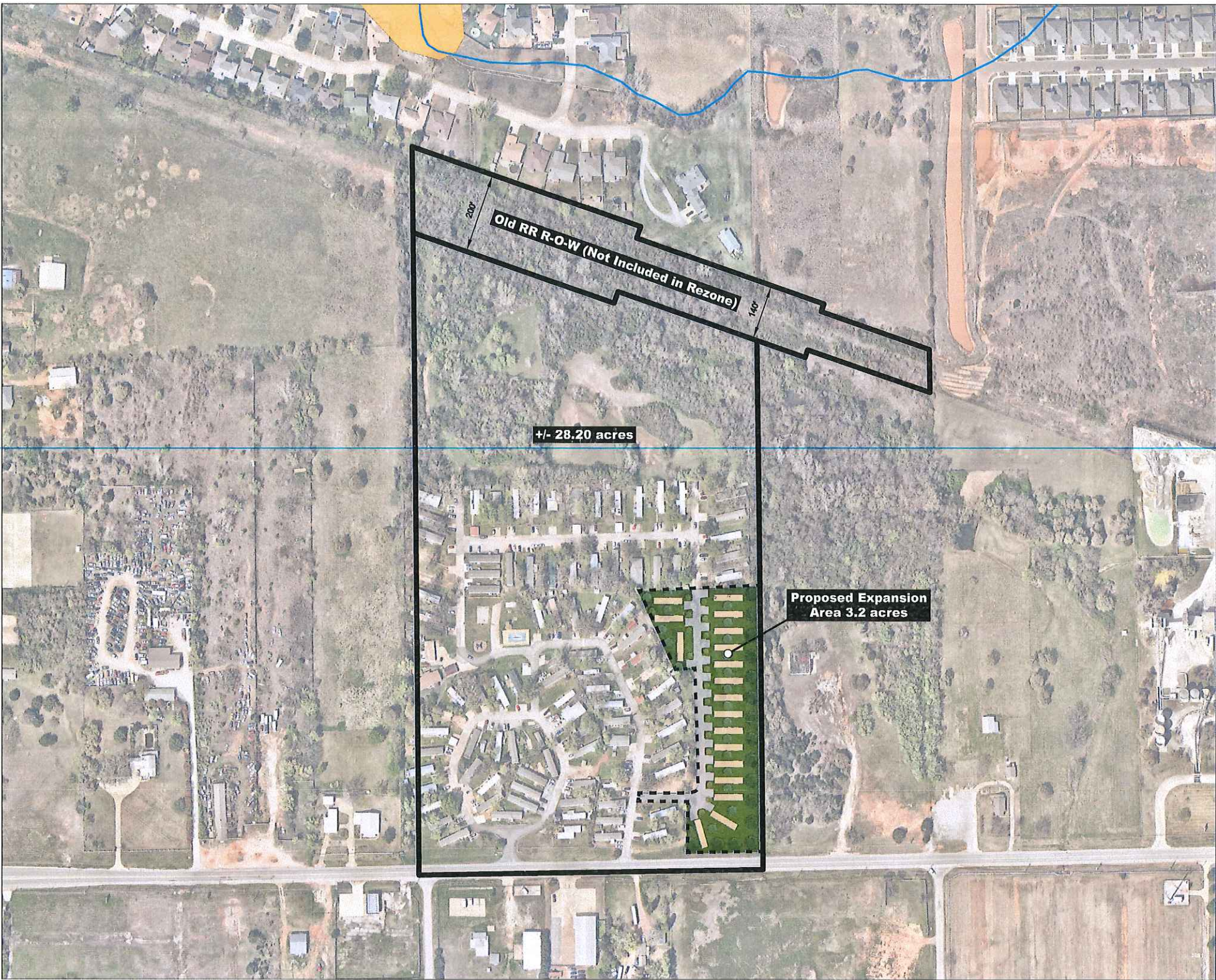
Parkway Manufactured Home Community Expansion

Conceptual Site Plan



Johnson & Associates, Inc.
1 E. Sheridan Ave., Suite 300
Oklahoma City, OK 73104
405.235.4375 FAX 405.235.4376

10/29/20
Conceptual site plan showing feasible options permitted under proposed rezoning



Parkway Manufactured Home Community

Rezone Boundary Exhibit



Johnson & Associates, Inc.
 1 E. Sheridan Ave., Suite 200
 Oklahoma City, OK 73104
 (405) 235-4115 FAX (405) 235-4178

ENGINEERS SURVEYORS PLANNERS
 12/20

Conceptual site plan showing feasible option permitted under proposed rezoning

1 **PC-2063**

2 **ORDINANCE NO. _____**

3 **AN ORDINANCE RECLASSIFYING THE ZONING DISTRICT OF THE PROPERTY**
4 **DESCRIBED IN THIS ORDINANCE TO R-MH-2, MANUFACTURED HOME PARK,**
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 R-MH-2, Manufactured Home Park, subject to the conditions contained in the PC-2063 file,
12 and that the official Zoning District Map shall be amended to reflect the reclassification of the
13 property's zoning district as specified in this ordinance:

14 SEE ATTACHED LEGAL DESCRIPTION

15 SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict herewith are
16 hereby repealed.

17 SECTION 3. SEVERABILITY. If any section, sentence, clause or portion of this ordinance is
18 for any reason held to be invalid, such decision shall not affect the validity of the remaining
19 portions of the ordinance.

20 PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma,
21 on the _____ day of _____, 2021.

22 THE CITY OF MIDWEST CITY,
23 OKLAHOMA

24 _____
25 MATTHEW D. DUKES II, Mayor

26 ATTEST:

27 _____
28 SARA HANCOCK, City Clerk

29 APPROVED as to form and legality this _____ day of _____, 2021.

VICKI FLOYD, Assistant City Attorney

LEGAL DESCRIPTION

Parkway Manufactured Home Community Rezone Boundary

December 2, 2020

A tract of land being a part of the Southwest Quarter (SW/4) of Section Seven (7), Township Eleven (11) North, Range One (1) West of the Indian Meridian, Midwest City, Oklahoma County, Oklahoma, and being all part of that parcel of land described in the General Warranty Deed recorded in Book 11721, Page 837 (Stonetown deed), LESS & EXCEPT that portion thereof which is known to be former Railroad (RR) land, said tract being more particularly described as follows:

COMMENCING at the Southeast (SE) Corner of said SW/4;

THENCE, along and with the South line of said SW/4, the following two calls:

1. South 89°04'26" West, a distance of 427.45 feet to the Southeast (SE) corner of said Stonetown deed, said point being the POINT OF BEGINNING;
2. continuing South 89°04'26" West, along and with the South line of said Stonetown deed, a distance of 854.90 feet to the Southwest (SW) corner of said Stonetown deed;

THENCE North 00°32'10" West, along and with the West line of said Stonetown deed, a distance of 1,583.42 feet to a point on the South line of said former RR land;

THENCE, along and with the South line of said former RR land, the following three calls:

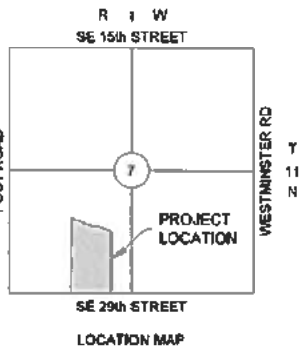
1. South 70°46'00" East, a distance of 527.66 feet;
2. North 19°14'00" East, a distance of 30.00 feet;
3. South 70°46'00" East, a distance of 365.62 feet to a point on the East line of said Stonetown deed;

THENCE South 00°43'00" East, along and with said East line, a distance of 1,303.70 feet to the POINT OF BEGINNING.

Containing 1,228,401 square feet or 28.2002 acres, more or less.

Basis of Bearing: The South line of the SW/4 of Section 7, Township 11 North, Range 1 West having a bearing of South 89°04'26" West, according to the recorded deed thereof

Line Table		
Line #	Direction	Length
L1	N19°14'00"E	30.00'



ACAD FILE: S:\Civil 3D\proj\4881 - Zoning EX.dwg, 12/2/2020 12:17 PM, Neta Hatan, XREFS LOADED

Copyright © 2020 Johnson & Associates, Inc.

Proj. No.	4881
Date	12-02-20
Scale	N.T.S.

PARKWAY MANUFACTURED HOME COMMUNITY
 MIDWEST CITY, OKLAHOMA COUNTY, OKLAHOMA
REZONING EXHIBIT

Johnson & Associates, Inc.
 1 E. Sheridan Ave., Suite 200
 Oklahoma City, OK 73104
 (405) 248-8075 Fax (405) 248-8073 www.jah.com
 Certificate of Authorization #1484 Exp. Date 06-30-2021
 • GEODETICS • SURVEYORS • PLANNERS •



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 Council

From: Billy Harless, Community Development Director

Date: April 27, 2021

Subject: (PC – 2075) Discussion and consideration of approval of the Replat of Lots 1-5 of Block 2 of the Radford Addition, described as a part of the NW/4 of Section 35, T12N, R2W and addressed as 8708 NE 5th Street.

Executive Summary

This is a request to divide five (5) existing lots into ten (10) lots for residential development. The pre-application meeting for this replat was held on December 1, 2020. The lots are currently vacant and undeveloped. The area of request is platted as Lots 1 through 5, Block 2 of the Radford Addition. All proposed lots meet the minimum standards regarding lot size. If approved, the home built on each lot must meet the minimum house size, exterior construction materials and setbacks listed in the Zoning Ordinance. The applicant has requested a waiver to half street improvement requirements along the frontage of all proposed properties. Extensions of city sewer and water will be required for all proposed lots. The area of request is located in the 70-75 dB DNL Zone as identified in the Airport Zoning Ordinance. All new construction must meet the sound attenuation standards as required in the Airport Zoning Ordinance with each building permit. The Planning Commission recommended approval of the waiver request and the replat. Action is at the discretion of the City Council.

Dates of Hearing: Planning Commission – April 6, 2021
City Council – April 27, 2021

Council Ward: Ward 3, Councilmember Española Bowen

Owner/Applicant: Ann Felton Gilliland, Central Oklahoma Habitat for Humanity

Proposed Use: ten (10) lots for single family homes

Size:

The area of request has a frontage along NE 5th Street of approximately 525 ft. and a depth of approximately 125 ft. along Oakview Drive, containing an area of approximately 1.51 acres.

Development Proposed by Comprehensive Plan:

Area of Request – LDR, Low Density Residential
North, South, East & West – LDR, Low Density Residential



Zoning Districts:

Area of Request – R-6, Single Family Residential
North, South, East and West– R-6, Single Family Residential

Land Use:

Area of Request – vacant lots
North, South, East and West – single family residences

Comprehensive Plan Citation:

Single-Family Detached Land Use

This use is representative of traditional single-family detached dwelling units. Of the residential categories, it is recommended that single-family detached land use continue to account for the largest percentage. The areas designated for single-family detached residential land uses are generally not adjacent to incompatible land uses, and are in proximity to existing single-family residential land use. The city should strive for a range of lot sizes to develop, and should reinforce this by providing a choice of several single-family zoning districts with various lot sized in the Zoning Ordinance.

Municipal Code Citation:

38-21.1. Purpose

A Replat of all or a portion of a recorded Plat may be approved without vacation of the recorded Plat, if the Replat meets the following criteria:

The Replat is signed and acknowledged by the owners of the property being replatted; and

The Replat does not propose to amend or remove any covenants or restrictions previously incorporated in the recorded plat.

History:

1. The Plat of the Radford Addition was approved in 1954.
2. The Planning Commission recommended approval of the waiver request and this replat April 6, 2021.

Staff Comments:

Engineer's Comments:

Note: This application is for a re-plat of Lots 1-5, Block 2 of the Radford Addition located near the intersection of N.E. 5th Street and Oakview Drive.

Public Improvements

The requirements of the public improvements can be found in the subdivision regulations under:

Sec. 38-21.3. Construction management (Replat).

(a)

Requires construction. If the subdivision as replatted requires construction of additional improvements, the provisions of article IV, Construction Plans and Procedures shall apply.

(b)

Does not require construction. If the subdivision as replatted does not require any appreciable alteration or improvement of utility installations, streets, alleys, building setback lines, etc., then no construction plans shall be required.

Upon application of replat, this office reviewed all the public improvements for compliance with the subdivision regulations.

Water

There is a six (6) inch water line both to the west along the north side of NE 5th Street and to the immediate east of the subject plat at the northeast corner of NE 5th Street and Oakview Drive. A public water line will be required to be extended across all the lots to close this gap in the public water system. Plans shall be designed by a licensed engineer; reviewed and approved by City Engineer; reviewed and approved by Oklahoma Department of Environmental Quality; construction bonded; and inspected by City prior to acceptance.

Sanitary Sewer

An existing eight (8) inch sanitary sewer line lies just to the west of the subject plat. Public sanitary sewer will be required to be extended to access all lots. Plans shall be designed by a licensed engineer; reviewed and approved by City Engineer; reviewed and approved by Oklahoma Department of Environmental Quality; construction bonded; and inspected by City prior to acceptance.

Stormwater

Lots are relatively flat with a gentle slope to the south. Upon application of building permit, additional grading of the building pad will be required to flow as much water to the north as possible. No further improvements required. The rest of the lots will maintain the existing drainage pattern.

Street

NE 5th Street is a publicly maintained asphalt roadway without curb and gutter approximately 20 feet wide. Approximately 103 feet to the west of the subject plat the road transitions to a concrete roadway with curb and gutter on both sides of the road. There is curbing along the east side of Oakview Drive along the frontage of 600/602 Oakview which was required as part of a SUP, PC-1773, in 2012. There is also curbing on the west side of Oakview drive adjacent to the Parkwood addition. Being uncurbed substandard street is uncommon for the neighborhood which has curb and gutter along most streets which are fully concrete.

The applicant has requested a waiver to this requirement.

If the waiver is denied; the applicant would need to tie the improvements to the standard section of roadway for a continuous run of curbing between existing and new. The City standard is for a street to be 26 feet wide, 13 feet on each side. The widening and curb and gutter will have to be added prior to filing of the plat. Plans shall be designed by a licensed engineer; reviewed and approved by City Engineer; construction bonded; and inspected by City prior to acceptance.

Sidewalk

A four (4) foot sidewalk shall be constructed along the frontage of NE 5th Street. Sidewalk will have to comply with current American with Disabilities Act (ADA) regulations. Per current policy; the sidewalk can be deferred to building permit with an approved set of plans and notes clearly dictated on the plat showing responsibility of the sidewalk construction.

Easements

Subdivision Regulations requires that all existing, dedicated, and proposed rights-of-way and easements are depicted on the plat. As required, these are reflected on the plat as shown.

Lighting

Public street lighting is not required of this development since there are no areas within the extents of the development where new street lighting is warranted by City policy

Signage

Public street signage is not required of this development since there are no intersecting roadways within the extents of the development and NE 5th Street is already a publicly maintained roadway.

Record Drawings, Lien Release, and Bonding

All the public improvements are required to have record drawings or bonding prior to release. The required improvements will be inspected upon completion.



Replat is just west of NE 5th Street and Oakview Drive



Looking west from intersection of NE 5th Street and Oakview Drive along NE 5th Street showing substandard street. Subject plat is on the south side (left in picture)



Looking north from intersection of NE 5th Street and Oakview Drive along Oakview Drive showing substandard street but curb and gutter existing along east side



Looking south from intersection of NE 5th Street and Oakview Drive along Oakview Drive showing substandard street. Subject plat is on the west side (right of picture)



Looking west from western edge of subject plat. Shows NE 5th Street in a city standard configuration. Concrete with curb and gutter on both sides and sidewalk



Looking east from western edge of subject plat. Subject plat is on the south side (right of picture) Shows NE 5th Street in a city standard leading into substandard configuration along subject plat.



Looking east across subject plat. Drainage sheet flows from north to south away for NE 5th Street (left to right in picture).



Fire Marshal's Comments:

The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.

Planning Comments:

The Replat of Lots 1-5, Block 2 of the Radford Addition will allow the owner to divide the five (5) existing lot into ten (10) lots. Each lot is intended for one single family residence.

The proposed lots meet the minimum standard of 6,000 square feet. If this application is approved, the homes built on the lots must meet the requirements of the Zoning Ordinance including a minimum of 1,200 square feet, 85% masonry exterior materials (100% facing the street), maximum lot coverage of 40%, 7' side setbacks, 25' front building line, and a minimum 20' rear yard.

The applicant has requested a waiver to all required half street improvements including curb and gutter long the frontage of all ten proposed lots. The proposed lots do not have access to city sewer and city water and an extension of these services will be required before submission of building permit applications.

Approval of the Replat of Lots 1-5, Block 2 of the Radford Addition is at the discretion of the City Council.

Action Required: Approve or reject the waivers requested to all half street improvements including curb and gutter and sidewalks along all frontages.

Action Required: Approve or reject the Replat of a part of Lots 1-5, Block 2 of the Radford Addition located on the property as noted herein, subject to the staff comments and found in the April 27, 2021 agenda packet and made a part of PC-2075 file.

A handwritten signature in black ink, appearing to read "Billy Harless". The signature is fluid and cursive, with a long horizontal stroke at the end.

Billy Harless, AICP
Community Development Director
SS:kg



Midwest City Fire Marshal's Office

8201 E Reno Avenue, Midwest City, OK 73110
dhelmlberger@midwestcityok.org Office: 405-739-1355
www.midwestcityok.org



Re: PC - 2075

Date: 22 March 2021

PC-2075 is a request to replat 6 existing lots into 10 lots.

- 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. Helmlberger".

Duane Helmlberger
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: April 7th, 2021

Subject: Engineering staff comments for pc-2075 re-plat application

ENGINEERING STAFF CODE CITATIONS AND COMMENTS - PC-2075:

Note: This application is for a re-plat of Lots 1-5, Block 2 of the Radford Addition located near the intersection of N.E. 5th Street and Oakview Drive.

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Upon application of replat, this office reviewed all the public improvements for compliance with the subdivision regulations.

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Looking north from intersection of NE 5th Street and Oakview Drive showing curb and gutter along east side at 600/602 Oakview which was required as part of their SUP, PC-1773.



Looking south from intersection of NE 5th Street and Oakview Drive along Oakview Drive showing substandard street. Subject plat is on the west side (right of picture)



Looking west from western edge of subject plat. Shows NE 5th Street in a city standard configuration. Concrete with curb and gutter on both sides and sidewalk



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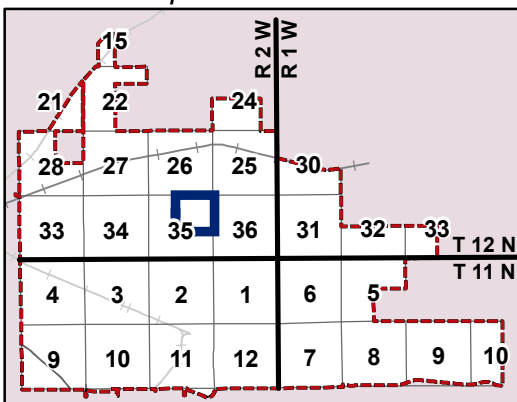


Looking east across subject plat. Drainage sheet flows from north to south away for NE 5th Street (left to right in picture).

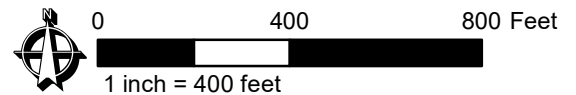




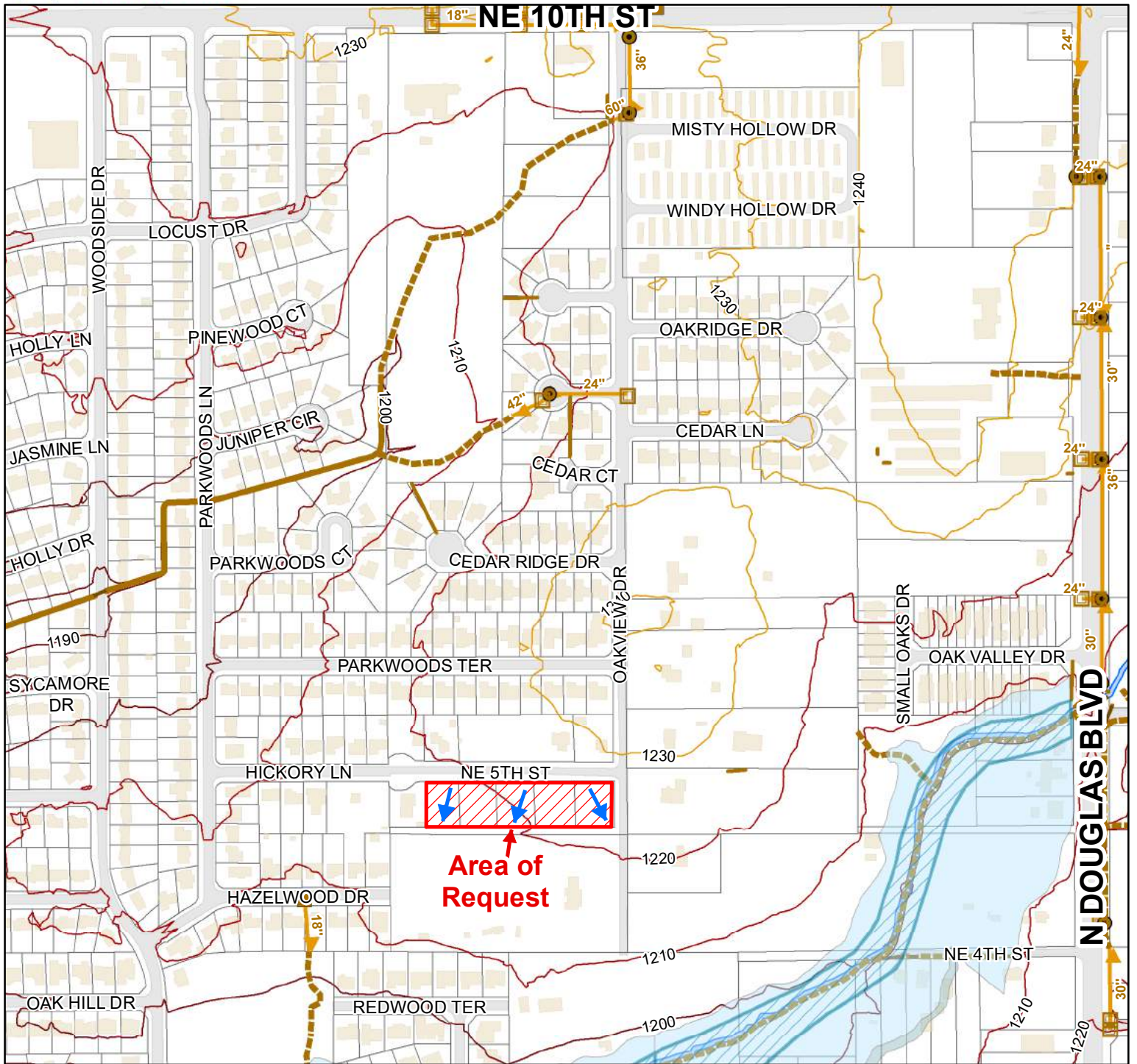
Locator Map



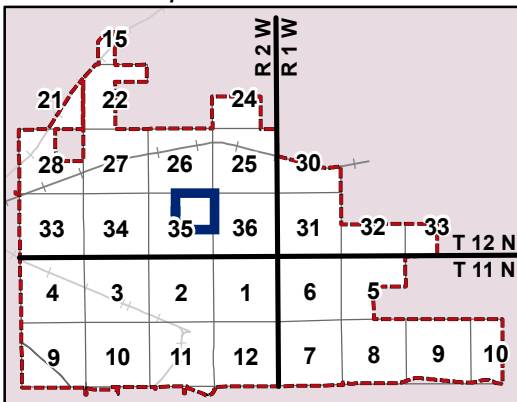
**12/2020 NEARMAP AERIAL VIEW FOR
PC-2075
(NE/4, Sec. 35, T12N, R2W)**



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Locator Map



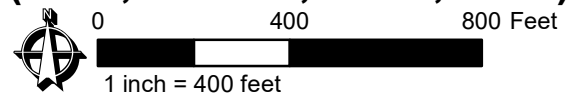
- Drainage Legend**
- Curb Inlets
 - Inlets
 - Junction Box
 - Culverts
 - Flumes
 - Developed Channels
 - Trickle Channels
 - Undeveloped Channels
 - Storm Lines
 - Creeks
- ELEVATION**
- 1166-1204 ft
 - 1204-1228 ft
 - 1228-1250 ft
 - 1250-1278 ft
 - 1278-1324 ft

2009 FEMA Floodplains

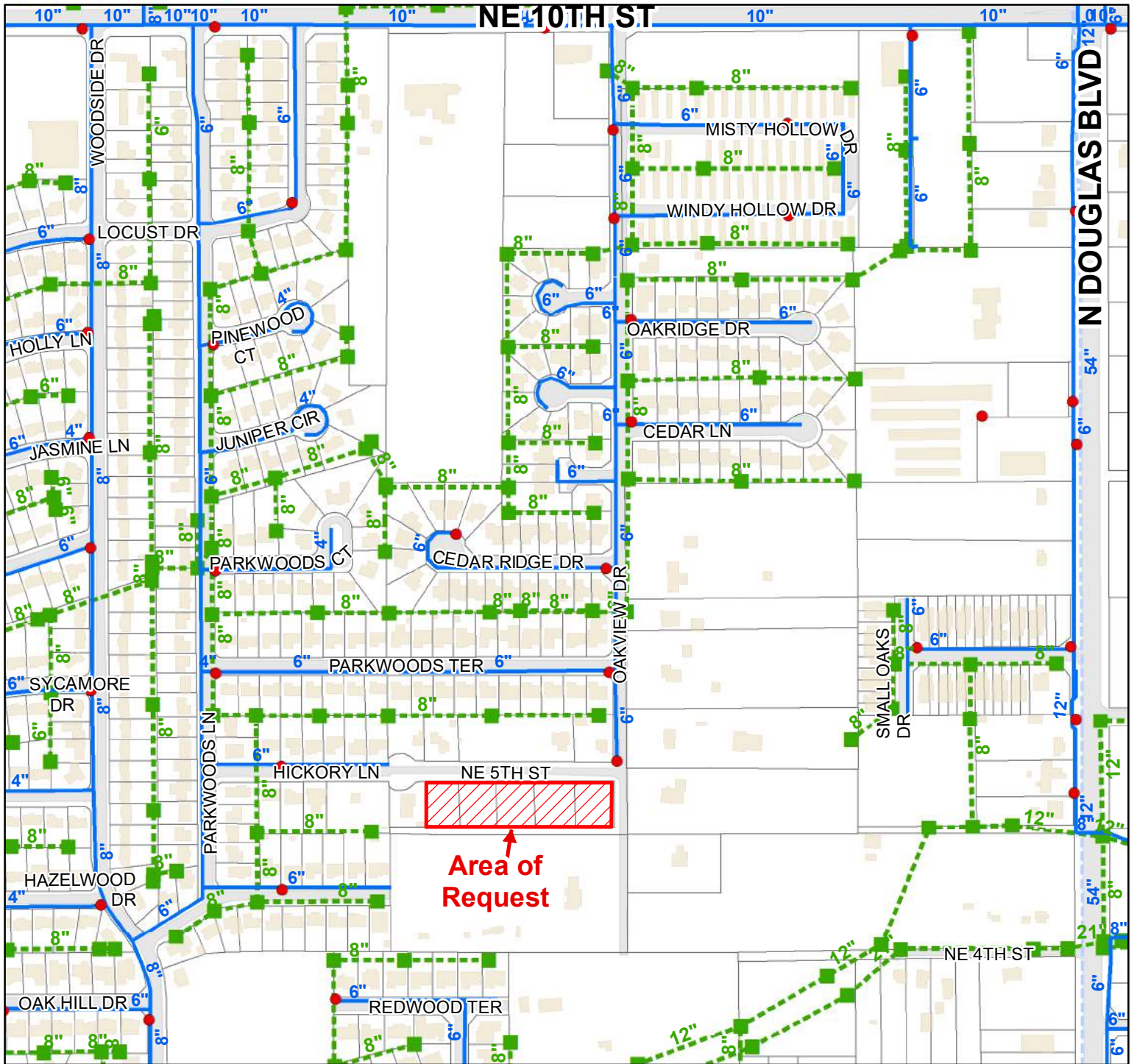
- 500-yr floodplain
- 100-yr floodplain
- 2009 FEMA Floodway
- FLOODWAY

DRAINAGE LOCATION MAP FOR PC-2075

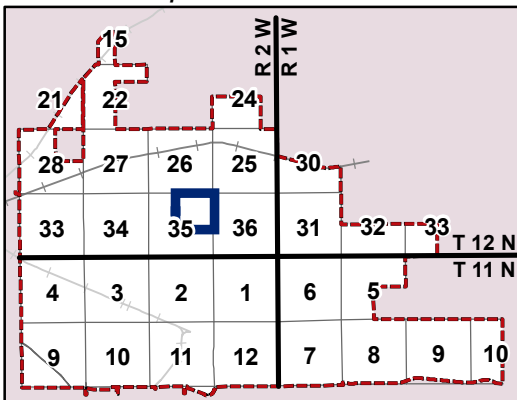
(NE/4, Sec. 35, T12N, R2W)



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Locator Map



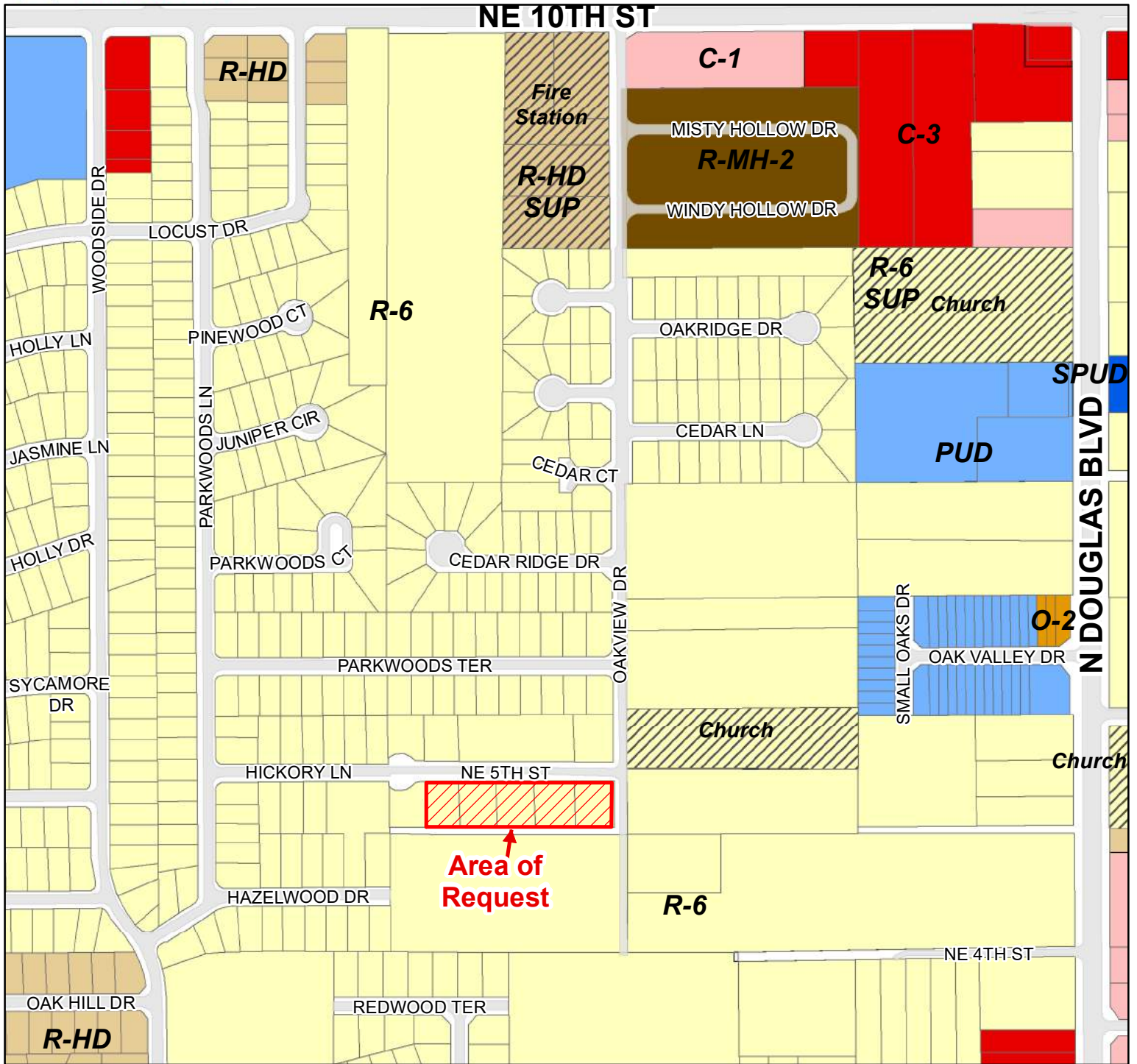
Water/Sewer Legend

- Fire Hydrants
- Water Lines
 - Distribution
 - Well
 - OKC Cross Country
 - Sooner Utilities
 - Thunderbird
 - Unknown
- Sewer Manholes
- Sewer Lines

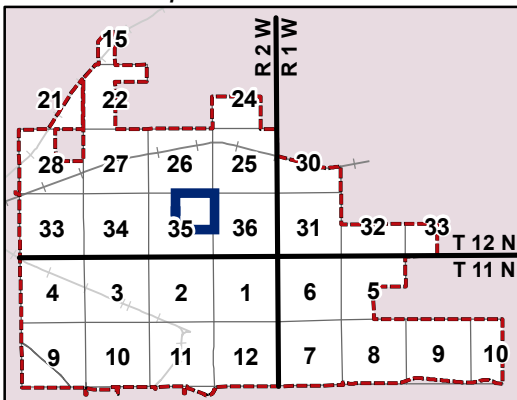
**WATER/SEWER LINE
LOCATION MAP FOR
PC-2075
(NE/4, Sec. 35, T12N, R2W)**



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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-2075**

(NE/4, Sec. 35, T12N, R2W)



0 400 800 Feet

1 inch = 400 feet

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Building houses, building hope

March 5, 2021

To whom it may concern:

Central Oklahoma Habitat for Humanity is requesting a waiver of street improvements for our property located in Block 2 of the Radford Addition along the south side of N.E. 5th Street, west of Oakview Drive. The property is currently plotted at 5-100' wide residential lots and we are asking for a re-plat with 10-50' wide lots. We feel that it would be economically unfeasible for us to build affordable housing having to install water, sewer, and added street improvements. We would greatly appreciate your consideration.

Sincerely,

Ann Felton Gilliland
Chairman and CEO
Central Oklahoma Habitat for Humanity



Assistant City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
Office: (405) 739-1207
ysullivan@MidwestCityOK.org
www.midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and Councilmembers

FROM: Vaughn Sullivan, Assistant City Manager

DATE: April 27, 2021

SUBJECT: Discussion and consideration of a quarterly update on the progress of the execution of the General Obligation Bond (G.O. Bond) projects.

Below is the first quarter 2021 report for the G.O. Bond progress.

G.O. Bond Project Manager/Assistant City Manager led projects:

- **Police and Fire Training Center:** A new site has been selected off Jim White Dr., south of Public Works. Staff has worked with C. H. Guernsey to prepare a construction estimate for the new site. All necessary research is complete for an information campaign associated with a GO Bond vote through our neighborhood association meetings and two Special City Council meetings posted as Town Halls during the month of April. Information can also be found on our website at midwestcityok.org.
- **Animal Shelter:** Nearly all the rough in work has been completed and the paving work begun the week of April 5th. Nearly all the interior walls are constructed, sanded, and primed. The exterior doors/windows have been installed which has allowed the contractor to start finish work such as painting, floors, and fixtures.
- **Multi-Purpose Sports Complex:** Lippert Brothers Construction has completed grubbing the site and dirt work is approximately 40 percent complete.
- **Reed Baseball Complex Renovations:** Dirt work and underground storm sewer is complete. Backstop installation is underway and we anticipate installation of turf in the next 60 days. We anticipate an August opening.
- **John Conrad Golf Course:** The golf Course closed March 1st. United Golf Course Construction, out of Tulsa Oklahoma, began working immediately after the course closed and has completed most of the tree removal throughout the entire golf course. Dirt work on new greens and tee boxes is already ahead of schedule. We should see underground storm drainage and irrigation work begins next week.
- **MWC Soccer Complex** – No activity to date

Public Works Administration led projects:

- **Booster Station Renovation:** The existing west clearwell has been demo'd and removed for the site. That dirt at that location on site has been removed and replaced in a manner to strengthened the location and create a stable foundation for the new clearwell tank. The foundation is now ready for the tank construction. Materials for the tank are arriving on site and the tank's construction is about to get underway. The east clearwell and the existing pumps are still in service providing water to the citizens.
- **Street Rehabilitation:** \$5,000,000 + has been spent under the current program. Ten different square miles in the City have had rehabilitation work done within their neighborhoods. Thus far, 84 of the 253 roads listed in the bond are complete. Please see the attached roadway checklist and the approximate monies spent on each location.

Community Development led projects:

- **W.P. Bill Atkinson Park:** The bid was awarded to Shiloh Enterprises, Inc. and as of this memo, are still working on the final contract. A pre-construction conference will likely be held towards the end of April where we will work with the contractor to begin the yearlong project. Independently, there are two agreements on the April 27th Council agenda to get some of the utilities relocated underground.
- **Mid-America Park:** This project has been waiting on final documentation from the Federal Government regarding our \$500,000 grant. Once the documentation is received, construction plans should progress at a rapid pace with expected bidding Fall 2021.

Fire Department led projects:

- **Fire Station 1 Renovation:** Just recently reviewed the 95% plans and have made some changes and we are waiting on them to come back. We were shooting for a May 1st date on this project but it may be pushed back with changes to the drawings.
- **Hose and Nozzles:** The majority of this project is complete. We are waiting on the last order of items to arrive.

Information Technology led projects:

- **Brazos handheld ticket writers:** Training was completed January 26 and 27, 2021. During this training, issues were brought to the forefront in regards to the transfer of citation information to RMS. Various data fields were not being imported to RMS. Incode Court Interface has yet to work. No data is being exported to Incode Court. We are having weekly meetings to track these issues. We are approximately 80% complete.
- **Encryption for the Storm Sirens:** The encryption equipment has been received and installed. Staff is working with Motorola on communication standards and configuration issues. The sirens are 100% operational and Motorola has not been able to provide a solution.

Newly Completed Projects include:

- Fire Engine Ladder: The truck has arrived and has been placed in service and is responding to calls.
- Tyler Incode Public Safety Software Enhancements:
 - Push Notification Software: Both the Police and Fire software that allows Mobile

Units to Go En Route from a Push Notification on the iPad have been installed and tested.

- OLETS Software: This Police software that allows decals to be ran through OLETS on the iPad has been installed and tested.
- Link Media Software: This software connects a Call for Service to any Generated Case Number in Incident Module for Police and Fire and has been installed and tested.
- Allow Unit Allocation: This fire dispatch software that allows data to be Defaulted to Rule, Time, Distance by Jurisdiction and Call Type has been completed and tested by dispatch. Note: They would like additional improvements to this software, which will be covered by the G.O. Bond.

Please let me know if you have any questions or concerns.

A handwritten signature in black ink that reads "Vaughn K. Sullivan". The signature is written in a cursive style with a horizontal line underneath the name.

Vaughn Sullivan, Assistant City Manger



NEW BUSINESS/
PUBLIC DISCUSSION





FURTHER INFORMATION



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

April 6, 2021 - 6:00 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 April 6, 2021 at 6:00 p.m., with the following members present:

Commissioners present: Russell Smith
 Jess Huskey
 Rick Dawkins
 Dee Collins

Commissioners absent: Dean Hinton
 Jim Campbell
 Jim Smith

Staff present: Billy Harless, Community Development Director
 Kellie Gilles, Current Planning Manager
 Brandon Bundy, City Engineer
 Sarah Huffine, Associate Current Planner

A. CALL TO ORDER

The meeting was called to order by Chairperson R. Smith at 6:00 p.m.

B. MINUTES

1. A motion was made by Huskey, seconded by Dawkins, to approve the minutes of the March 2, 2021 Planning Commission meeting as presented. Voting aye: Huskey, R. Smith, Dawkins and Collins. Nay: none. Motion carried.

C. NEW MATTERS

1. (PC-2075) Discussion and consideration of approval of the Replat of Lots 1-5 of Block 2 of the Radford Addition, described as a part of the NW/4 of Section 35, T12N, R2W and addressed as 8708 NE 5th St.

Staff presented a brief overview of the request. The applicant's engineer, Lindsay Flesher, CEC, 4555 W. Memorial, OKC, was present. There was general discussion. A motion was made by Huskey, seconded by Collins to recommend approval of the waiver to the half street improvements. A motion was made by Huskey, seconded by Dawkins, to recommend approval of this item subject to staff comments. Voting aye: Huskey, Dawkins, R. Smith and Collins. Nay: none. Motion carried. The applicant, Ann Felton Gilliland of Habitat for Humanity addressed the Commission.

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.

D. COMMISSION DISCUSSION: General Discussion.

E. PUBLIC DISCUSSION: None.

F. FURTHER INFORMATION: None.

G. ADJOURNMENT

Chairperson R. Smith adjourned the meeting at 6:08 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: April 27, 2021
Subject: Review of the monthly Neighborhood Services report for February 2021.

In February 2021, the Code Enforcement Division had all seven officers back for the month but we were covered in snow. City Clerk's Code Officer was included in these numbers. Together they opened 138 new cases, cleared 549 cases, contracted 2 properties, and wrote 7 new citations. This makes 226 cases for the year and we currently have 378 open cases.

Here is a breakdown of all the violations worked for the month.

	February 2020	Total 2020	February 2021	Total 2021
Other Nuisance	404	886	58	109
Rubbish	64	192	6	8
Structures	378	944	12	21
Tall Grass & Weeds	9	17	2	4
Trash & Debris	164	443	46	61
Vehicles	64	128	14	23

This shows a comparison between 2020 and 2021 of the total cases worked by each ward.

	February 2020	Total 2020	February 2021	Total 2021
Ward 1	666	1,818	44	72
Ward 2	23	120	17	32
Ward 3	299	414	28	37
Ward 4	22	56	7	18
Ward 5	48	176	29	46
Ward 6	25	46	13	21

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



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: April 27, 2021
Subject: Review of the monthly Neighborhood Services report for March 2021.

In March 2021, the Code Enforcement Division had all seven officers back for the month. City Clerk's Code Officer was included in these numbers. Together they opened 1,127 new cases, cleared 369 cases, contracted 17 properties, and wrote 29 new citations. This makes 1,353 cases for the year and we currently have 1,062 open cases.

Here is a breakdown of all the violations worked for the month.

	March 2020	Total 2020	March 2021	Total 2021
Other Nuisance	377	1,263	83	192
Rubbish	102	294	513	521
Structures	316	1,260	75	96
Tall Grass & Weeds	37	54	16	20
Trash & Debris	251	694	324	385
Vehicles	91	219	116	139

This shows a comparison between 2020 and 2021 of the total cases worked by each ward.

	March 2020	Total 2020	March 2021	Total 2021
Ward 1	153	1,971	51	123
Ward 2	54	174	436	468
Ward 3	845	1,259	40	77
Ward 4	18	74	188	206
Ward 5	78	254	110	156
Ward 6	26	72	302	323

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.

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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



The City of
MIDWEST CITY
COMMUNITY DEVELOPMENT DEPARTMENT

To: Honorable Mayor and Council

From: Billy Harless, Community Development Director

Date: Tuesday, April 27, 2021

Subject: Monthly Residential and Commercial Building report for MARCH 2021

We are seeing a rise in all aspects of construction. New Residential is up and so is Commercial Remodels. A lot of home improvements are being done, add ons, storage buildings, storm shelters, roofs, and fences. Inspections are also up this month

Billy Harless, AICP
Community Development Director

BH:ad

Midwest City Building Report
BUILDING REPORT MARCH 2021

14	INDIVIDUAL RESIDENCES DUPLEXES	\$ 2,326,408.00
2	APARTMENTS REMODEL/NEW **REMODEL** CONDOMINIUMS/TOWNHOUSE/APARTMENTS (STUDENT HOUSING)	\$ 200,000.00
8	RESIDENTIAL REPAIR & EXPANSION	\$ 285,942.00
8	FENCES	\$ 15,100.00
2	SWIMMING POOLS/HOT TUBS	\$ 104,300.00
5	CARPORTS	\$ 13,550.00
	PATIO COVER	
	PERSONAL STORAGE UNIT	
6	ACCESSORY BLDG.	\$ 36,072.00
24	STORM SHELTER	\$ 83,073.00
1	DEMOLITION	\$ 8,210.00
17	DRIVE WAY	
	HOUSE RELOCATE (MOVE IN) / HOUSE MOVING (OUT)	
3	RETAINING WALL	\$ 15,000.00
20	ROOF	\$ 253,100.00
	TOTAL VALUE OF RESIDENTIAL	<u>\$ 3,340,755.00</u>
	<u>INDUSTRIAL AND COMMERCIAL:</u>	
1	NEW BUSINESS STRUCTURES	\$ 750,000.00
4	BUSINESS STRUCTURES REPAIRED/ EXPANDED ACCESSORY BLDG.	\$ 482,500.00
11	SMALL WIRELESS FACILITIES OR TOWERS	
37	SIGNS	\$ 204,568.00
1	DEMOLITION	\$ 33,000.00
	TENANT FINISH	
	POOLS	
	CANOPY/COVERED PARKING/PATIO COVER	
1	FENCE	\$ 10,000.00
1	TENTS / SEASONAL BUILDINGS / REVOCABLE DRIVE WAY/ PARKING LOT RETAINING WALL ROOF	
	TOTAL VALUE OF INDUSTRIAL/ COMMERCIAL BUILDINGS	<u>\$ 730,068.00</u>
	<u>PUBLIC AND SEMI PUBLIC</u>	
	NEW SCHOOL STRUCTURES	
	SCHOOL STRUCTURE REPAIR/ EXPANDED	
	SCHOOL STRUCTURE MOVED IN	
	SIGNS	
	NEW CHURCH	
	NEW CHURCHES (REMODEL EXISTING SPACE)	
	ACCESSORY BLDG.	
	HOTEL NEW OR REMODEL	
	CHURCH REPAIR/ EXPANDED	
	NEW HOSPITAL STRUCTURE	
	HOSPITAL STRUCTURE REPAIR / EXPANDED	
	CITY PROPERTY PAVILION/CANOPY	
	CITY PROPERTY NEW	
	CITY PROPERTY FENCE	
	DEMOLITIONS	
	DRIVE WAY PARKING LOT	
	ROOF	
	TOTAL VALUE OF PUBLIC AND SEMI-PUBLIC BUILDINGS	
	GRAND TOTAL VALUE OF BUILDING PERMITS ISSUED	<u>\$ 4,070,823.00</u>

NEW SINGLE RESIDENTIAL BUILDING PERMITS

Mar-2021

ADDRESS	BUILDER/CONTRACTOR	PERMIT #		VALUE
10333 SE 12TH ST	MONARCH HOMES	21	520	\$249,000.00
10339 SE 12TH ST	MONARCH HOMES	21	521	\$241,000.00
10489 TURTLE BACK DR	HOME CREATIONS INC	21	471	\$139,157.00
10493 TURTLE BACK DR	HOME CREATIONS INC	21	394	\$152,506.00
10496 TURTLE BACK DR	HOME CREATIONS INC	21	516	\$156,500.00
10497 TURTLE BACK DR	HOME CREATIONS INC	21	395	\$132,005.00
10501 TURTLE BACK DR	HOME CREATIONS INC	21	398	\$141,573.00
10505 TURTLE BACK DR	HOME CREATIONS INC	21	399	\$131,436.00
10509 TURTLE BACK DR	HOME CREATIONS INC	21	408	\$152,525.00
10512 BELLVIEW DR	ALPHA CONSTR & DESIGN LLC	21	418	\$130,000.00
10512 TURTLE BACK DR	HOME CREATIONS INC	21	412	\$128,706.00
10518 BELLVIEW DR	ALPHA CONSTR & DESIGN LLC	21	417	\$130,000.00
13235 SAWTOOTH OAK RD	IDEAL HOMES	21	389	\$142,000.00
900 S WESTMINSTER	MIKE ABERNATHY	21	457	\$300,000.00

NEW DUPLEX RESIDENTIAL BUILDING PERMITS

ADDRESS BUILDER/CONTRACTOR PERMIT # VALUE

DEMOLITION or MOVE

ADDRESS	CONTRACTOR	PERMIT #		VALUE
1816 S POST RD	MIDWEST WRECKING CO	21	46	\$8,210.00

REPLACE EXISTING ROOF

ADDRESS	CONTRACTOR	PERMIT #		VALUE
1001 W SILVERMEADOW DR	ELITE ROOFING	21	589	\$9,000.00
105 RED BIRD CIR	P.I. ROOFING	21	527	\$12,300.00
114 STONE HOLLOW CROSSING	BIG CONSTRUCTION	21	440	\$1,500.00
1225 THREE OAKS CIR	NATIONAL CONTRACTORS OF EDMOND	21	624	\$40,000.00
12304 OXFORD CT	CANTRELL EXTERIORS FINISHES	21	629	\$18,000.00
1306 ZACHRY CIR	OKLAHOMA ROOFING AND CONSTRUCT	21	514	\$15,000.00
1436 MAPLE DR	WJRT INVESTMENTS LLC	21	560	\$8,000.00
2329 SERENADE DR	TRIPLE DIAMOND CONSTR	21	467	\$11,000.00
237 E KEY BLVD	MHM CONSTRUCTION	21	468	\$11,000.00
237 E KEY BLVD	NAUNI BOBBY J & MARGARET L	21	468	\$11,000.00
2425 N THORNTON DR	CAMPBELL CLARENCE SR & ANGELIA	21	523	\$4,000.00
3308 N GLENOAKS DR	MHM CONSTRUCTION	21	435	\$16,000.00
3412 N IDYLVILD DR	PARKER BROTHERS (ESCROW)	21	438	\$9,700.00
3629 ROLLING LANE CIR	PARKER BROTHERS (ESCROW)	21	421	\$9,900.00
404 THREE OAKS DR	SH VAUGHN CONSTRUCTION	21	455	\$8,000.00
5716 SE 3RD ST	TWIN ROOFING	21	549	\$11,500.00
600 W SILVERMEADOW DR	OKLAHOMA ROOFING AND CONSTRUCT	21	513	\$10,000.00
617 FAIRLANE DR	OKLAHOMA ROOFING AND CONSTRUCT	21	515	\$8,000.00
9217 APPLE DR	MAUPIN ROOFING & CONSTRUCTION	21	619	\$18,000.00
932 W SILVERMEADOW DR	OKLAHOMA ROOFING AND CONSTRUCT	21	512	\$12,000.00
9332 HARMONY DR	MHM CONSTRUCTION	21	487	\$9,200.00

BUSINESS CERTIFICATE OF OCCUPANCY/CHANGE OF OWNERSHIP**Mar-21**

ADDRESS	NAME OF BUSINESS	APPLICANT	PERMIT #	
1044 N DOUGLAS BLVD	SOMAYAH'S CAFE & RETAIL	SOMAYAH WELLS	21	562
1120 S AIR DEPOT BLVD 10	DELTA 9 EXOTICS	EFREN LOREA	21	488
140 S MIDWEST BLVD C	OKLAHOMA ROOTS	CHANCE GILBERT	21	403
1800 S DOUGLAS BLVD	SSM MEDICAL GROUP	SSM MEDICAL GROUP	21	583
1810 S MIDWEST BLVD	CAM'S SILKSCREENING & DESIGN	CAMERON DUKES	21	423
218 S SOONER RD	THE GREEN CLOUD	DISP, MCGAUGH & CABRAL	21	533
2501 LIBERTY PKY 200	ENCLAVE MANAGEMENT	GENE BORINS	21	517
2825 PARKLAWN	SSM HEALTH ST ANTHONY HOSP-MWC	SSM HEALTH CARE OK OKLA	21	587
2839 S DOUGLAS BLVD 106	PRETTY PIGGY BAUTIQUE	MELISA PARKER	21	444
5701 SE 12TH ST	GOSPEL CHAPEL	BEN PENNOCK	21	613
7001 E RENO AVE	DECENT FOOD MART	ZAINAB UMAR	21	483
9020 E RENO AVE	SSM MEDICAL GROUP	SSM MEDICAL GROUP	21	581
9060 HARMONY DR A & B	SSM HEALTH THERAPY SERVICES	SSM HEALTH	21	582
5916 SE 15TH ST	DUTCHBROS COFFEE	CORALIC	20	1566
8000 E RENO AVE	7-11	7-ELEVEN	20	1826

OMMA COMPLIANCE CERTIFICATE

1120 S AIR DEPOT BLVD 10	DELTA 9 EXOTICS	EFREN LOREA	21	489
1204 E LOCKHEED DR	MEDPOINT 420	RIDDI PATEL	21	446
140 S MIDWEST BLVD C	OKLAHOMA ROOTS	CHANCE GILBERT	21	404
218 S SOONER RD	THE GREEN CLOUD	DISP, MCGAUGH & CABRAL	21	534
7128 E RENO AVE A	HOUSE OF DANK	MYIESHA MORRISON	21	561
9903 SE 15TH ST E	OMMA 405 GAS STATION 1	SHAWN NORMAN	21	480

INDUSTRIAL & COMMERCIAL BUILDINGS NEW**Mar-21**

ADDRESS	DESCRIPTION	EST. COST	CONTRACTOR OR OWNER	PERMIT #	
8000 E RENO AVE	7-11	\$750,000.00	SCHAFFER CONSTRUCTION	20	1826

REPAIR/ REMODEL/ADD ON

ADDRESS	DESCRIPTION	EST. COST	CONTRACTOR OR OWNER	PERMIT #	
1117 S DOUGLAS BLVD E & F	REMODEL & COMB STE E & F	\$120,000.00	DOUGLAS DEVELOPMENT	21	590
1152 S DOUGLAS BLVD	REMODEL FOR A DENTAL CLINIC	\$333,000.00	ASHTON GRAY	21	245
2201 S AIR DEPOT BLVD	TAKING DOWN WALLS, ADDING TO	\$9,500.00	AL SAHLI	21	393
2601 LIBERTY PKY 290	COMM REMODEL	\$20,000.00	WEAVER CONTRACTING, INC.	21	481

CELL TOWERS/SMALL WIRELESS FACILITIES

1391 S MIDWEST BLVD	CELL TOWER REPLACE EQUIP	\$30,000.00		21	463
2801 PARKLAWN	upgrade antenna	\$15,000.00		21	262
604 N DOUGLAS BLVD	NEW CELL TOWER	\$100,000.00		21	348
1089 N MIDWEST BLVD	US CELLULAR, WOOD UTILITY POLE		USCOC	21	576
1111 LEE DR	US CELLULAR, WOOD UTILITY POLE		USCOC	21	577
1506 S POST RD	US CELLULAR, WOOD UTILITY POLE		USCOC	21	571
1550 S DOUGLAS BLVD	US CELLULAR, WOOD UTILITY POLE		USCOC	21	574
2201 S POST RD	US CELLULAR, WOOD UTILITY POLE		USCOC	21	570
2525 S POST RD	US CELLULAR, WOOD UTILITY POLE		USCOC	21	567
3011 S DOUGLAS BLVD	US CELLULAR, GREY STEEL UTILITY POLE		USCOC	21	566
921 MOORE AVE	US CELLULAR, WOOD UTILITY POLE		USCOC	21	575

TENANT FINISH OR WHITE BOX

ADDRESS	DESCRIPTION	EST. COST	CONTRACTOR OR OWNER	PERMIT #	
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DEMOLITION

ADDRESS	DESCRIPTION	EST. COST	CONTRACTOR OR OWNER	PERMIT #	
8000 E RENO AVE	DEMO OLD GAS STATION	\$33,000.00	SCHAFFER CONSTRUCTION	21	301

REPLACE EXISTING ROOF

ADDRESS	VALUE	CONTRACTOR	PERMIT #	
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PUBLIC & SEMI PUBLIC BUILDINGS

Mar-21

NEW

NEW	ADDRESS	DESCRIPTION	CONTRACTOR OR OWNER	EST. COST	PERMIT #
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SEMI PUBLI BUILDING

REMODEL/ADD ON

REPAIR/ REMODEL	ADDRESS	DESCRIPTION	CONTRACTOR OR OWNER	EST. COST	PERMIT #
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REPLACE EXISTING ROOF

ADDRESS	DESCRIPTION	VALUE	CONTRACTOR	PERMIT #
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DEMOLITION

ADDRESS	DESCRIPTION	VALUE	CONTRACTOR	PERMIT #
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LOCATION / DESCRIPTION OF APPLICATION

NAME OF APPLICANT OR OWNER

PC# or BA#

<p>Discussion and consideration of approval of the Estates of Midwest City No. 1 Minor Plat located in the NW/4 of Section 36, T-12-N, R-2-W of the Indian Meridian, Oklahoma County, Oklahoma.</p>	<p>Dave Rhodes</p>	<p>MP-14</p>
<p>Redistrict from C-1, Restricted Commercial to R-6, Single Family Detached Residential, for the property described as Block 7, Lot 4 of the Country Estates Third Addition, addressed as 419 Russell Drive.</p>	<p>Krista Borrego</p>	<p>PC-2073</p>
<p>Redistrict from C-3, Community Commercial, to SPUD, Simplified Planned Unit Development governed by the C-4, General Commercial district, and a resolution to amend the Comprehensive Plan from OR, Office/Retail to COMM, Commercial, for the property described as a part the SW/4 of Section 34, T12N, R2W, and addressed as 422 N. Air Depot Blvd.</p>	<p>Abdul Karem Alsalfi</p>	<p>PC-2074</p>

STORM WATER QUALITY PERMITS

Mar-2021

DATE	LOCATION / DESCRIPTION	NAME OF CONTRACTOR OR OWNER	PERMIT #
03/02/2021	8000 E RENO AVE	7-11	20-1826
3/2/2021	2222 N DOUGLAS BLVD	RAGA PROPERTIES	21-240
03/11/2021	1816 S POST RD	MIDWEST WRECKING CO	21-46

LAND DISTURBANCE PERMIT

DATE	LOCATION / DESCRIPTION	NAME OF CONTRACTOR OR OWNER	PERMIT #
03/02/2021	8000 E RENO AVE	7-11	20-1826
3/2/2021	2222 N DOUGLAS BLVD	RAGA PROPERTIES	21-240
03/11/2021	1816 S POST RD	MIDWEST WRECKING CO	21-46
03/17/2021	711 S DOUGLAS BLVD	UNITED GOLF	21-526

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	8	\$ 1,599,857.00
MARCH	14	\$ 2,326,408.00
APRIL		
MAY		
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
TOTAL	25	\$ 4,613,265.00

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
AUGUST	3	\$ 20,000.00 3 TF 2 were rptd on shell
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-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-2021 NEW/ADD ON/TF

MONTH	NO	ESTIMATED COST
JANUARY	-	-
FEBRUARY	2	\$ 1,050,000.00
FEBRUARY	7	\$ 1,713,100.00 city projects
FEBRUARY	-	-
MARCH	1	\$ 750,000.00
APRIL		
MAY		
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
TOTAL	10	\$ 3,513,100.00

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 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 REMODEL/REPAIR

MONTH	NO	ESTIMATED COST
JANUARY	5	\$2,041,500.00
FEBRUARY	9	\$753,860.00
FEBRUARY	1	\$3,400,000.00 hotel
FEBRUARY	1	\$1,200,000.00 school
MARCH	4	\$482,500.00
APRIL		
MAY		
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
TOTAL	20	\$7,877,860.00

Mar-2021

BUILDING INSPECTIONS	CURRENT MONTH	YEAR TO DATE
NUMBER OF BUILDING FINAL INSPECTIONS:	30	75
NUMBER OF BUILDING C/O INSPECTIONS RESIDENTIAL:	12	26
NUMBER OF BUILDING C/O INSPECTIONS COMMERCIAL:	15	43
NUMBER OF MISC BUILDING INSPECTIONS:	3	9
NUMBER OF ENGINEERING SITE INSPECTIONS:	17	26
NUMBER OF STORM SHELTER INSPECTIONS:	8	12
NUMBER OF CITATIONS ISSUED:		
NUMBER OF NOTICE AND ORDERS ISSUED:		
NUMBER OF WARNINGS ISSUED:		
NUMBER OF POSTING/PLACARD:		4
NUMBER OF PENALTIES:	17	32
TOTAL NUMBER OF INSPECTIONS: all inspectors	695	1,565



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 Council

From: R. Paul Streets, Public Works Director

Date: 27 April 2021

Subject: Review of the status update for OG&E street lighting maintenance.

A special Council sub-committee (Reed, Byrne and Eads) meeting was held on 18 October 2017 to review Midwest City street lighting maintenance issues, owned by OG&E. Following that meeting, Council requested and received regular updates from City staff, as well as representatives from OG&E, on the maintenance program associated with OG&E street lighting. A spreadsheet detailing every complaint or issue called in to, or discovered by, Public Works since August 2020 is attached. Additionally, the vacant street light technician position was finally filled March 1st 2021, which along with a renewed effort from OG&E after the Ice Storm Clean-up, has helped us make tremendous progress over the last eight weeks.

Please let me know if I can provide additional information.

Respectfully,

R. Paul Streets
Public Works Director

Attached: OG&E Spreadsheet for Aug 20 – April 21- PWA

STREET LIGHT SPREADSHEET: AUGUST 2020 THROUGH APRIL 19, 2021

Date Reported	Pole #	Location	Work Order #	Emailed to OG&E	DETAILS	RESULTS FROM OG&E	DATE RECEIVED
7/29/2020	8569	913 WEST IDYLWILD DRIVE	9000030278	7/29/2020	LIGHT OUT	COMPLETED	8/18/2020
8/3/2020	6777	10700 N. E. 4TH. STREET	9000030571	8/3/2020	LIGHT OUT	COMPLETED	8/18/2020
8/3/2020	10246	452 NORTH CEDAR DRIVE	9000030572	8/3/2020	LIGHT OUT	COMPLETED	8/18/2020
8/3/2020	9862	5906 S. E. 29TH. STREET	9000030573	8/3/2020	REPLACE LIGHT AND POLE/AUTO/	COMPLETED	9/1/2020
8/3/2020	7693	1508 KING DRIVE	9000030574	8/3/2020	LIGHT OUT	COMPLETED	8/18/2020
8/7/2020	7485	1117 HAZELWOOD DRIVE	9000031282	8/7/2020	LIGHT OUT	COMPLETED	8/18/2020
8/7/2020	99999	2228 CHAMPOLI DRIVE	9000031283	8/7/2020	LIGHT OUT	COMPLETED	8/18/2020
8/12/2020	1248-1156	1100-1200 S. E. 15TH. STREET	9000032016	8/12/2020	LIGHTS OUT	COMPLETED	8/18/2020
8/17/2020	99999	1905 NORTH MIDWEST BLVD.	9000033252	8/17/2020	LIGHT OUT	COMPLETED	9/8/2020
8/17/2020	10569	225 & 330 BLUEBIRD DRIVE	9000033253	8/17/2020	LIGHTS OUT	COMPLETED	9/1/2020
8/20/2020	6879	506 NORTH POST ROAD	9000032745	8/20/2020	BROKEN GLOBE	COMPLETED	9/1/2020
8/20/2020	9618	302 EAST SHOWALTER DRIVE	9000032747	8/20/2020	LIGHT ON DURING DAYTIME	COMPLETED	9/1/2020
8/20/2020	11210	6887 PLAZA COURT	9000032748	8/20/2020	LIGHT OUT	COMPLETED	9/5/2020
8/25/2020	11844	9705 EAST RENO AVENUE	9000032993	8/25/2020	LIGHT OUT	COMPLETED	9/8/2020
8/25/2020	11774-12515	140-1536 SOUTH MIDWEST BLVD.	9000032995	8/25/2020	LIGHTS OUT	COMPLETED	9/8/2020
8/28/2020	6771	4613 MEADOWPARK DRIVE	9000033843	8/28/2020	REPLACE POLE/LIGHT	COMPLETED	9/8/2020
8/28/2020	12414	332 WEST SILVERWOOD DRIVE	9000033844	8/28/2020	REPLACE POLE/LIGHT	COMPLETED	1/14/2021
8/31/2020	99999	311 BABB DRIVE	9000033941	8/31/2020	REPLACE POLE AND LIGHT	COMPLETED	9/29/2020
8/31/2020	1904	270 EAST MARSHALL DRIVE	9000033942	8/31/2020	REPLACE POLE AND LIGHT	COMPLETED	12/22/2020
8/31/2020	99999	123 EAST MARSHALL DRIVE	9000033943	8/31/2020	REPLACE POLE AND LIGHT	COMPLETED	12/22/2020
8/31/2020	7445	8498 EAST RENO AVE.		8/31/2020	REGIONAL PARK/FAULTY WIRE	COMPLETED	9/1/2020
8/31/2020	9451	2124 NORTH KEY BLVD.	9000033944	8/31/2020	REPLACE POLE AND LIGHT	COMPLETED	12/22/2020
8/31/2020	8798	3108 BELLA VISTA DRIVE	9000033945	8/31/2020	REPLACE POLE AND LIGHT	COMPLETED	12/22/2020
8/31/2020	12638	3689 OAKHURST DRIVE	9000033946	8/31/2020	REPLACE POLE AND LIGHT	COMPLETED	1/15/2021
9/1/2020	1206-10911	9815-9905 EAST RENO AVE.	9000033947	9/1/2020	LIGHT OUT	COMPLETED	9/8/2020
9/1/2020	6424	535 EAST DOUGLAS DRIVE	9000033948	9/1/2020	LIGHT OUT	COMPLETED	12/22/2020
9/1/2020	12515	1536 SOUTH MIDWEST BLVD.	9000033949	9/1/2020	REPLACE POLE AND LIGHT	DUPLICATE TICKET	12/22/2020
9/4/2020	11253	825 WILLOW BROOK DRIVE	9000034529	9/4/2020	REPLACE POLE AND LIGHT	COMPLETED	12/22/2020
9/4/2020	7039	801 MEADOWRIDGE DRIVE	9000034530	9/4/2020	REPLACE POLE AND LIGHT	COMPLETED	12/22/2020
9/4/2020	11270	9291 EAST WHIPPERWILL ST.	9000034531	9/4/2020	REPLACE POLE AND LIGHT	COMPLETED	2/5/2021
9/4/2020	10007	1824 MARK TRAIL	9000034532	9/4/2020	REPLACE POLE AND LIGHT	COMPLETED	12/22/2020
9/7/2020	11589	401 WEST RICKENBACKER DR.	9000034537	9/7/2020	LIGHT OUT	COMPLETED	9/23/2020
9/7/2020	7431	803 NORTH KEY BLVD.	9000034600	9/7/2020	LIGHT OUT	COMPLETED	12/22/2020
9/7/2020	11485-11874	1548-2960 SOUTH AIR DEPOT BLVD.	9000034601	9/7/2020	LIGHTS OUT	COMPLETED	12/22/2020
9/8/2020	9563	249 NORTH WESTMINSTER	9000034773	9/8/2020	LIGHT ON /DAYTIME	COMPLETED	12/22/2020

9/8/2020	9874	12440 EAST GOLDSBOROUGH ROAD	9000034774	9/8/2020	REPLACE POLE AND LIGHT	COMPLETED	12/22/2020
9/8/2020	9897	601 LLOYD AVENUE	9000034775	9/8/2020	REPLACE POLE AND LIGHT	COMPLETED	1/18/2021
9/8/2020	11300	603 JUNIPER AVENUE	9000034777	9/8/2020	REPLACE POLE	COMPLETED	12/22/2020
9/14/2020	6815-12091	6949-7131 N. E. 10TH. STREET	900035196	9/14/2020	LIGHTS OUT	COMPLETED	9/23/2020
9/14/2020	8845-8071	7012-7493 N.E. 23RD. STREET	9000035197	9/14/2020	LIGHTS OUT	COMPLETED	12/22/2020
9/14/2020	12036	1801 WHISPERING TRAIL	9000035198	9/14/2020	WIRE LOOSE ON POLE	COMPLETED	9/18/2020
9/14/2020	11601-8801	5600-6900 N.E. 23RD. STREET	9000035199	9/14/2020	LIGHTS OUT	COMPLETED	12/22/2020
9/15/2020	1056	1501 SANDRA DRIVE	9000035352	9/15/2020	REPLACE POLE AND LIGHT	COMPLETED	12/22/2020
9/15/2020	99999	1100 NORTH MIDWEST BLVD./N.E. CORNER	9000035353	9/15/2020	REMOVE FROM INVENTORY	COMPLETED	12/22/2020
9/18/2020	ALL LIGHTS	TRAIL/MAPLE ST.-FELIX PLACE	9000035550	9/16/2020	LIGHTS OUT	COMPLETED	9/18/2020
9/18/2020	11673-11058	8750 JOE B. BARNES DRIVE	9000036271	9/18/2020	LIGHTS OUT	COMPLETED	9/28/2020
9/18/2020	#553	MORRIS MCGEE DRIVE/REGIONA PARK	9000036272	9/18/2020	LIGHTS OUT	COMPLETED	9/28/2020
9/18/2020	#1, #24, #40	950 N. MIDWEST BLVD/TOM POORE PARK	9000036273	9/18/2020	LIGHTS OUT	COMPLETED	9/29/2020
9/18/2020	8161-10115	427-717 SOUTH DOUGLAS BLVD.	9000036274	9/18/2020	LIGHTS OUT	L. E. D. CONVERSION	9/29/2020
9/18/2020	7894-10140	9435 MIDWEST BLVD/KIWANIS PARK	9000036275	9/18/2020	LOOSE GLOBES/POLE WASHED OUT	COMPLETED	9/29/2020
9/23/2020	99999	950 KARLEE COURT	9000036760	9/23/2020	LIGHT OUT	COMPLETED	12/22/2020
9/29/2020	6576	8739 N. E. 15TH STREET	9000037554	9/29/2020	LIGHT GOES ON AND OFF	COMPLETED	12/22/2020
9/30/2020	12379-9128	100-1120 SOUTH MIDWEST BLVD.	9000037615	9/30/2020	ALL LIGHTS OUT	COMPLETED	12/22/2020
10/1/2020	8747	10616 QUAIL RUN ROAD	9000037898	10/1/2020	LIGHT OUT	COMPLETED	12/22/2020
10/1/2020	TRAIL LIGHTS	1609 FELIX PLACE TO 1550 N. KEY BLVD.	9000037899	10/1/2020	LIGHTS OUT	COMPLETED	12/22/2020
10/5/2020		MIDWEST BLVD FROM 15TH ST TO RENO	9000038049	10/5/2020	LIGHTS OUT	COMPLETED	12/22/2020
10/6/2020		301 W JARMAN DR CORNER OF JARMAN AND ROSE	9000038131	10/6/2020	GROWING AROUND LIGHT/LIGHTS	COMPLETED	12/22/2020
10/7/2020		CORNER OF E MARSHALL AND N LILAC LN RED TAPE ON	9000038429	10/7/2020	LIGHT OUT AND LEANING	COMPLETED	12/22/2020
10/9/2020		1103 STANSELL	9000038826	10/9/2020	LIGHT OUT	COMPLETED	12/22/2020
10/12/2020		10325 NE 10TH ST	9000038971	10/12/2020	LIGHT OUT	COMPLETED	12/22/2020
10/15/2020	#30, #31, #39	950 N. MIDWEST BLVD/TOM POORE PARK	9000039504	10/15/2020	LIGHTS OUT	COMPLETED	12/22/2020
10/15/2020	#6, #77, #78, #	On the Boardwalk at TOM POORE PARK	9000039505	10/15/2020	LIGHTS OUT	COMPLETED	12/22/2020
10/16/2020	#40 #17	TRAIL LIGHTS AT TOM POORE PARK WEST	9000040255	10/16/2020	LIGHTS OUT ON WALKING TRAILS	COMPLETED	12/22/2020
10/21/2020		SW ENTRANCE OF RENO AND ANDERSON	9000040256	10/21/2020	LIGHTS OUT AT EAST WOOD ADD	COMPLETED	12/22/2020
11/3/2020		CORNER OF BRIARCREST AND N IDYLWILD	9000041343	11/3/2020	LIGHTS OUT	COMPLETED	12/22/2020
11/6/2020		15TH ST FROM WEBSTER TO POST RD	9000041672	11/6/2020	LIGHTS OUT	COMPLETED	12/22/2020
11/13/2020		15TH ST FROM MIDWEST BLVD TO SOONER RD	9000042576	11/13/2020	LIGHTS FLICKERING	COMPLETED	12/22/2020
11/17/2020		NW CORNER OF JARMAN AND MAPLE	9000043382	11/17/2020	LIGHT NEEDS PUT BACK UP	COMPLETED	2/4/2021
11/20/2020		10TH ST FROM AIR DEPOT TO MIDWEST BLVD	9000044865	11/20/2020	LIGHTS OUT	COMPLETED	12/22/2020
11/20/2020		ADAIR BLVD	9000044866	11/20/2020	LIGHTS OUT	COMPLETED	12/22/2020
11/20/2020		SHEFFIELD AND WESTMINSTER	9000044983	11/20/2020	LIGHTS OUT	COMPLETED	12/22/2020
11/20/2020		MARSHALL AND E HARMON	9000044984	11/20/2020	LIGHTS OUT	COMPLETED	12/22/2020
11/20/2020		MARSHALL AND E JACOBS	9000044985	11/20/2020	LIGHTS OUT	COMPLETED	1/20/2021

11/20/2020		MARSHALL AND E KITTYHAWK	9000044986	11/20/2020	LIGHTS OUT	COMPLETED	12/22/2020
11/24/2020		2701 LIBERTY PARKWAY- 29TH ST MEDIAN	9000045081	11/24/2020	LIGHTS OUT	COMPLETED	12/22/2020
12/2/2020		ADAIR BLVD	9000045290	12/2/2020	LIGHTS OUT	COMPLETED	12/28/2020
12/7/2020		MARSHALL & E CURTIS DR TO MARSHALL & E GRUMM	9000045948	12/7/2020	LIGHTS OUT	COMPLETED	1/11/2021
12/8/2020		221 W JACOBS BACK OF PROPERTY	9000046117	12/8/2020	BROKEN POLE	COMPLETED	12/29/2021
12/11/2020		E FAIRCHILD AND MARSHALL DR	9000046898	12/11/2020	LIGHTS OUT	COMPLETED	1/11/2021
12/14/2020		POST RD FROM ANDERSON TO 15TH ST	9000046899	12/14/2020	LIGHTS OUT	COMPLETED	1/4/2021
12/18/2020	#56	CAN GROVE PARK- MIDWEST BLVD AND NE 10TH	9000047810	12/18/2020	LIGHT POLE DOWN	COMPLETED	1/27/2021
12/22/2020		223 SHADYBROOK PLACE	9000048020	12/22/2020	LIGHT OUT	COMPLETED	2/4/2021
12/26/2020		15TH ST BETWEEN WEBSTER AND POST RD	9000049052	12/26/2020	LIGHTS OUT	COMPLETED	2/5/2021
12/31/2020		9117 WHISPERING OAK DR	9000049141	12/31/2020	LIGHTS OUT	COMPLETED	2/5/2021
12/31/2020		540 TEXAS AVE	9000049153	12/31/2020	LIGHTS OUT	COMPLETED	1/29/2021
1/4/2021		9335 APPLE DR.	9000049297	1/4/2021	LIGHTS OUT	COMPLETED	2/3/2021
1/4/2021		2224 CHAMPOLI	9000049322	1/4/2021	LIGHTS OUT	WAITING ON UNDERGROUND REPIARS	2/9/2021
1/6/2021	1989 or 700L	1936 BALLAD DR	9000049608	1/6/2021	LIGHTS OUT	COMPLETED	2/4/2021
1/6/2021		CORNER OF N MIMOSA LN AND N MIMOSA DR	9000049610	1/6/2021	LIGHTS OUT	COMPLETED	2/9/2021
1/8/2021	25	JOE BARNES AND DOUGLAS WEST SIDE	9000050054	1/8/2021	LINES DOWN/ LIGHTS OUT	WAITING ON REPAIRS	2/9/2021
1/13/2021		301 W PRATT DR	9000050568	1/13/2021	LIGHTS OUT	COMPLETED	2/9/2021
1/14/2021		NE 6TH AVE AND WOODLAND DR	9000050790	1/14/2021	POLE DOWN AND LIGHTS OUT	COMPLETED	2/9/2021
1/26/2021		9331 APPLE DR	9000052134	1/26/2021	LIGHTS OUT	COMPLETED	2/9/2021
1/26/2021	16546	BETWEEN 1805 & 1809 TREAT DR	9000052135	1/26/2021	LIGHTS OUT	COMPLETED	2/9/2021
1/26/2021		CORNER OF BELL DR AND FOSTER PL	9000052136	1/26/2021	LIGHTS OUT	COMPLETED	2/9/2021
1/26/2021		CORNER OF KEY AND WILSON	9000052137	1/26/2021	LIGHTS OUT	COMPLETED	2/9/2021
1/26/2021		AIR DEPOT BETWEEN 29TH ST AND 15TH ST	9000052224	1/26/2021	LIGHTS OUT	COMPLETED	3/30/2021
1/26/2021		CORNER OF KEY AND SHOWALTER	9000052323	1/26/2021	LIGHTS OUT	COMPLETED	2/9/2021
1/26/2021		CORNER OF KEY AND KITTYHAWK	9000052324	1/26/2021	LIGHTS OUT	COMPLETED	2/9/2021
2/1/2021		10TH ST FROM SUNVALLEY TO AIR DEPOT	9000052969	2/1/2021	LIGHTS OUT	COMPLETED	3/30/2021
2/1/2021		CHAMPOLI CT	9000053085	2/1/2021	LIGHTS OUT	COMPLETED	3/30/2021
2/3/2021		SE CORNER OF MURRAY DR AND N KEY BLVD	9000053523	2/3/2021	LIGHTS OUT	COMPLETED	2/9/2021
2/5/2021		1004 MIMOSA DR (3 LIGHTS OUT ON STREET)	9000054093	2/5/2021	LIGHTS OUT	COMPLETED	3/1/2021
2/5/2021		15TH ST FROM MIDWEST BLVD TO DOUGLAS	9000054094	2/5/2021	LIGHTS OUT	COMPLETED	3/30/2021
2/5/2021		8813 NE 10TH ST	9000054097	2/5/2021	LIGHTS OUT	COMPLETED	3/1/2021
2/8/2021		BELLA VISTA & MEADOW LN	9000054138	2/8/2021	LIGHTS OUT	COMPLETED	3/1/2021
2/9/2021		15TH ST FROM POST TO WEBSTER	9000054211	2/9/2021	LIGHTS OUT	COMPLETED	3/1/2021
2/9/2021		DOUGLAS FROM 29TH ST TO NEWAY CIRCLE	9000054212	2/9/2021	LIGHTS OUT	COMPLETED	3/30/2021
2/9/2021		MIDWEST BLVD AND PHINNEY DR	9000054213	2/9/2021	LIGHTS OUT	COMPLETED	3/1/2021
2/9/2021		29TH ST AND AIR DEPOT ACROSS FROM CIRCLE K	9000054214	2/9/2021	LIGHTS OUT	COMPLETED	3/1/2021
2/9/2021		AIR DEPOT AND EDDIE DR	9000054215	2/9/2021	LIGHTS OUT	COMPLETED	3/30/2021

2/9/2021		AIR DEPOT FROM RENO TO N MEADOW LN	9000054216	2/9/2021	LIGHTS OUT	COMPLETED	3/1/2021
2/9/2021		SE CORNER OF N WHITE OAK AVE AND NE 5TH ST	9000054229	2/9/2021	LIGHTS OUT	COMPLETED	3/1/2021
2/9/2021		CORNER OF FRUITFUL DR AND APPLE DR	9000054415	2/9/2021	LIGHTS OUT	COMPLETED	3/30/2021
2/17/2021		JARMAN AND MAPLE DR	9000046985	2/17/2021	POLE NEEDS PUT BACK UP	POLE REPLACED	3/1/2021
2/23/2021		COE AND STEVENSON DR	9000055012	2/23/2021	POLE BROKEN IN HALF	COMPLETED	3/30/2021
2/24/2021		321 W Blueridge Dr	9000055153	2/24/2021	NO LIGHT/BROKEN POLE	COMPLETED	3/1/2021
3/1/2021		NE 2ND ST AND NE 2ND PL	9000055419	3/1/2021	LIGHTS OUT	UNABLE TO LOCATE	3/30/2021
3/1/2021	6605	6604 SE 15TH ST	9000055520	3/1/2021	HIT POLE	POLE BEING REPLACED 5/18/21	3/30/2021
3/1/2021		11039 MADISON AVE	9000055521	3/1/2021	THE LIGHT POLE SHADE IS BROKEN	COMPLETED	3/30/2021
3/1/2021		15TH ST BETWEEN WESTMINSTER & ANDERSON (ISLAN	9000055522	3/1/2021	LIGHTS OUT	COMPLETED	3/30/2021
3/1/2021		15TH ST FROM POST TO WEBSTER	9000055524	3/1/2021	LIGHTS OUT	COMPLETED	3/30/2021
3/4/2021		SE 10th St FROM S AVERY E TO MOORE	9000056025	3/4/2021	LIGHTS OUT	COMPLETED	3/30/2021
3/4/2021		Willowbrook Dr. and Meadowpark Dr.	9000055857	3/4/2021	LIGHTS OUT	COMPLETED	3/30/2021
3/4/2021		NE 10TH FROM SHADYBROOK DR TO BRADFORD	9000056026	3/4/2021	LIGHTS OUT	COMPLETED	3/30/2021
3/4/2021		CORNER OF KEY AND NORTHRUP	9000055717	3/4/2021	LIGHTS OUT	COMPLETED	3/30/2021
3/4/2021		1001 S DOUGLAS	9000056028	3/4/2021	2 LIGHTS OUT	COMPLETED	3/30/2021
3/4/2021		NE 10 ST & AIR DEPOT	9000056029	3/4/2021	3 LIGHTS OUT	COMPLETED	3/30/2021
3/4/2021		6521 SE 29TH ST	9000056031	3/4/2021	POLE HIT	COMPLETED	3/30/2021
3/9/2021		SW CORNER OF RENO & MW BLVD	9000058663	3/9/2021	GNAL LIGHT MAST POLE LIGHT IS OL	COMPLETED	3/30/2021
3/9/2021	8902	MAIN & DEL REY	9000058404	3/9/2021	LIGHT OUT	COMPLETED	3/30/2021
3/9/2021	8259	1809 TREAT DR	9000058303	3/9/2021	LIGHT OUT	COMPLETED	3/30/2021
3/10/2021	8846	CORNER OF MAPLE & JARMAN	9000058666	3/10/2021	LIGHT OUT	COMPLETED	3/30/2021
3/10/2021	12373	E JARMAN DR & MAYNORD	9000058667	3/10/2021	LIGHT OUT	COMPLETED	3/30/2021
3/10/2021	9417	STEED & MAPLE	9000058668	3/10/2021	LIGHT OUT	COMPLETED	3/30/2021
3/10/2021	10366	SE 29TH & TINKER GOLF COURSE	9000058669	3/10/2021	REPLACE POLE & LIGHT	IN ENGINEERING	3/30/2021
3/10/2021	12,051	SE 29TH & AIR DEPOT	9000058908	3/10/2021	LIGHT OUT	WAITING TO BE COMPLETED	3/30/2021
3/10/2021	9473	SE 29TH & AIR DEPOT	9000058909	3/10/2021	LIGHT OUT	DUPLICATE TICKET	3/30/2021
3/10/2021	9105	SE 29TH & AIR DEPOT	9000058910	3/10/2021	LIGHT OUT	COMPLETED	3/30/2021
3/10/2021	11747	SE 29TH & AIR DEPOT	9000058911	3/10/2021	LIGHT OUT	DUPLICATE TICKET	3/30/2021
3/10/2021	6357	SE 29TH & SOLDIER CREEK	9000058912	3/10/2021	LIGHT OUT	NEED BETTER ADDRESS	3/30/2021
3/15/2021	8391	1103 STANSELL DR	9000058913	3/15/2021	LIGHT OUT	COMPLETED	3/30/2021
3/15/2021	11322	BRIARWOOD & WOODLAND	9000058914	3/15/2021	POLE ON GROUND & LIGHT OUT	COMPLETED	3/30/2021
3/15/2021	9774	100 E KITTYHAWK	9000058915	3/15/2021	LIGHT OUT	COMPLETED	3/30/2021
3/15/2021	8185	SE 15TH & POST	9000058916	3/15/2021	LIGHT OUT	COMPLETED	3/30/2021
3/15/2021	7691	SE 15TH & DOUGLAS	9000058917	3/15/2021	7 LIGHTS OUT	DUPLICATE TICKET	3/30/2021
3/16/2021	6484	EAST ON NE 10TH FROM SOONER RD	9000058918	3/16/2021	10 LIGHTS OUT	COMPLETED	3/30/2021
3/16/2021		NW CORNER OF SE 15TH&AIR DEPOT	9000058919	3/16/2021	LIGHT OUT	COMPLETED	3/30/2021
3/16/2021	9731	BETWEEN SE 15TH& SE29TH ON SOONER RD	9000058980	3/16/2021	7 LIGHTS OUT	COMPLETED	3/30/2021

3/16/2021	6375	JUST EAST OF AIR DEPOT ON RENO	9000058981	3/16/2021	LIGHT OUT	COMPLETED	3/30/2021
3/16/2021		RENO & GLENHAVEN	9000058982	3/16/2021	LIGHT OUT	COMPLETED	3/30/2021
3/16/2021	10058	JUST EAST OF AIR DEPOT BY CREST STORE	9000058983	3/16/2021	LIGHT OUT	COMPLETED	3/30/2021
3/16/2021	6979	ON RENO EAST OF DOUGLAS BY DAVIDS FLOWERS	9000058984	3/16/2021	LIGHT OUT	COMPLETED	3/30/2021
3/16/2021		GOING WEST ON NE 10 & DOUGLAS	9000058985	3/16/2021	7 LIGHTS OUT	DUPLICATE TICKET	3/30/2021
3/16/2021	SIGNAL LIGHTS	NE 10TH & DOUGLAS--NW,SW,SE MAST LIGHTS	9000058986	3/16/2021	3 LIGHTS OUT	DUPLICATE TICKET	3/30/2021
3/16/2021		EAST ON NE 10TH FROM AIR DEPOT TO BRADFORD	9000058987	3/16/2021	22 LIGHTS OUT	DUPLICATE TICKET	3/30/2021
3/16/2021	6815	WEST ON NE 10TH AT AIR DEPOT	9000058988	3/16/2021	10 LIGHTS OUT		
3/17/2021		ON SE15TH JUST WEST OF WESTMINSTER	9000058989	3/17/2021	LIGHT OUT		
3/17/2021	11422	ON DOUGLAS JUST NORTH OF NE 15TH	9000058990	3/17/2021	LIGHT OUT		
3/17/2021	8316	ON MIDWEST BLVD JUST NORTH OF NE 10TH	9000058991	3/17/2021	3 LIGHTS OUT		
3/17/2021		2000 SE MIDWEST BLVD	9000058992	3/17/2021	LIGHT OUT		
3/17/2021		2600 SE AIR DEPOT	9000058993	3/17/2021	LIGHT OUT		
3/17/2021	12417	AIR DEPOT & BOMBER RAIL TRAIL	9000058994	3/17/2021	LIGHT OUT		
3/17/2021	11045	AIR DEPOT & MEADOW LANE	9000058995	3/17/2021	5 LIGHTS OUT		
3/17/2021		ON AIR DEPOT JUST NORTH OF 7-ELEVEN AT NE 10T	9000058996	3/17/2021	LIGHT OUT		
3/22/2021		3520 ROLLING LN	9000059112	3/22/2021	LIGHT OUT		
3/22/2021	8111	ON LIBERTY PKWY AT SE 29TH ST GOING NORTH	9000059113	3/22/2021	13 LIGHTS OUT		
3/22/2021	9990	TINKER DIAGONAL & HUDIBURG DR	9000059114	3/22/2021	3 LIGHTS OUT		
3/22/2021	9487	TINKER DIAGONAL & HUDIBURG DR	9000059116	3/22/2021	LIGHT OUT		
3/22/2021	10641	TINKER DIAGONAL NORTH OF HUDIBURG DR	9000059117	3/22/2021	LIGHT OUT		
3/22/2021	11220	TINKER DIAGONAL AT HUDIBURG DR I-40 OFF RAMI	9000059119	3/22/2021	LIGHT OUT		
3/22/2021	10787	TINKER DIAGONAL & HUDIBURG DR	9000059200	3/22/2021	LIGHT OUT		
3/22/2021		SOONER & WILL ROGERS RD EAST TO WARREN DR	9000059201	3/22/2021	ALL LIGHTS OUT	THESE LIGHTS BELONG TO MWC	
3/22/2021		SE 15TH & WARREN DR SOUTH TO TINKER DIAGONA	9000059202	3/22/2021	ALL LIGHTS OUT	THESE LIGHTS BELONG TO MWC	
3/22/2021	KIWANIS PARK	E STEED & MIDWEST BLVD	9000059111	3/22/2021	MULTIPLE LIGHTS		
3/23/2021	7891	1205 STONECROP DR	9000059985	3/23/2021	LIGHT OUT		
3/23/2021		1211 STONECROP DR	9000059586	3/23/2021	LIGHT OUT		
3/23/2021		9201 NE 16TH (CYNTHIA DR & JENNIFER PL)	9000059587	3/23/2021	LIGHT OUT		
3/23/2021	12168	FOSTER PL & JET DR	9000059588	3/23/2021	LIGHT OUT		
3/23/2021	7126	STANSELL & REED PL	9000059589	3/23/2021	LIGHT OUT		
3/24/2021	10870	E BOEING DR & MONRONEY DR	9000059590	3/24/2021	LIGHT OUT		
3/24/2021	6424	E DOUGLAS DR & MONRONEY DR	9000059591	3/24/2021	LIGHT OUT		
3/24/2021	8000	E JACOBS DR & DEY	9000059592	3/24/2021	LIGHT OUT		
3/24/2021	8384	E NORTHRUP DR & FELIX PL	9000059593	3/24/2021	LIGHT OUT		
3/24/2021	7177	110 W MARSHALL DR	9000059594	3/24/2021	LIGHT OUT		
3/24/2021	7523	E FAIRCHILD DR & E LOCKHEAD DR	9000059595	3/24/2021	LIGHT OUT		
3/30/2021		210 KENDRA DR	9000060256	3/30/2021	LIGHT OUT		

3/30/2021	8645	FINLEY DR NORTH OF SE 29TH	9000060257	3/30/2021	LIGHT OUT
3/30/2021	11878	OAK DR NORTH OF SE 29TH	9000060258	3/30/2021	LIGHT OUT
3/30/2021	10700	ALBERT DR & CREST DR	9000060259	3/30/2021	LIGHT OUT
3/31/2021	6889	2225 SOUTH WEBSTER ST	9000060407	3/31/2021	LIGHT OUT
3/31/2021	10891	ON SE 19TH ST JUST WEST OF WEBSTER ST	9000060408	3/31/2021	LIGHT OUT
3/31/2021	9901	10816 WATER PLANT RD	9000060409	3/31/2021	LIGHT OUT
3/31/2021	7896	WATER PLANT RD AT GATE ENTRANCE	9000060411	3/31/2021	LIGHT OUT
4/5/2021	9541	PARKLAWN & EDGEWOOD DR	9000061012	4/5/2021	POLE ON GROUND & LIGHT OUT
4/5/2021	12447	ROEFAN & HAND RD	9000061013	4/5/2021	LIGHT OUT
4/5/2021	7394	ON ROEFAN JUST WEST OF HAND RD	9000061016	4/5/2021	LIGHT OUT
4/5/2021	11680	ON ROEFAN JUST WEST OF HAND RD	9000061017	4/5/2021	LIGHT OUT
4/5/2021	1256	ON ROEFAN JUST EAST OF WESTMINISTER	9000061018	4/5/2021	LIGHT OUT
4/6/2021	8663	STANSELL DR & FOSTER PL	9000061194	4/6/2021	LIGHT OUT
4/6/2021		ON MIDWEST BLVD FROM RENO SOUTH TO E STEEL	9000061195	4/6/2021	13 LIGHTS OUT
4/7/2021		ON SOUTH SIDE OF ADAIR FROM AIR DEPOT WEST	9000061243	4/7/2021	10 LIGHTS OUT
4/7/2021		ON AIR DEPOT BETWEEN SE 29TH ST & SE 15TH ST	9000061244	4/7/2021	LIGHTS OUT
4/7/2021		NE 2ND PL & GRANDVIEW RD	9000061245	7-Apr	LIGHT OUT
4/7/2021		1001 S DOUGLAS	9000061246	4/7/2021	2 LIGHTS OUT
4/7/2021		MAST LIGHT SW CORNER RENO & MIDWEST BLVD	9000061247	4/7/2021	LIGHT OUT
4/12/2021	9774	100 E KITTYHAWK	9000061648	4/12/2021	LIGHT OUT
4/12/2021	8185	SIDE OF SE 15TH ACROSS FROM BRAUMS JUST EAST	9000061649	4/12/2021	LIGHT OUT
4/12/2021		ON SOUTH SIDE OF SE 29TH & AIR DEPOT	9000061650	4/12/2021	4 LIGHTS OUT
4/13/2021	6375	VEST OF HOLIDAY DONUTS ON RENO EAST OF AIR I	9000061763	4/13/2021	LIGHT OUT
4/13/2021	8050	ON WEST SIDE OF DOUGLAS ABOUT NE 6TH ST	9000061764	4/13/2021	LIGHT OUT
4/13/2021		E STEED & MIDWEST BLVD (KIWANIS PARK)	9000061765	4/13/2021	LIGHT OUT
4/14/2021	10714	V CORNER OF COUNTRY CLUB TERRACE & BELAIRE I	9000062020	4/14/2021	LIGHT FLASHING
4/14/2021	6559	E RIDGEWOOD DR & BELAIRE DR	9000062021	4/14/2021	LIGHT FLASHING
4/14/2021		2228 CHAMPOLI DRIVE	9000062022	4/14/2021	LIGHT OUT
4/14/2021		12508 NATIVE HILL DR	9000062023	4/14/2021	LIGHT OUT
4/14/2021		MACKENZIE ST & BROOK DR	9000062025	4/14/2021	LIGHT OUT
4/14/2021		SAWTOOTH OAK & TIMBER RIDGE BLVD	9000062026	4/14/2021	LIGHT OUT
4/19/2021	10288	3520 ROLLING LN	9000062515	4/19/2021	LIGHT OUT
4/19/2021	6787	SANDRA DR & MITCHELL DR	9000062516	4/19/2021	LIGHT OUT
4/19/2021	8667	BOYKIN DR & CROSBY BLVD	9000062517	4/19/2021	LIGHT OUT
4/19/2021	9219	2021 ANTHONY CIR	9000062519	4/19/2021	LIGHT OUT
4/19/2021	11339	2028 ANTHONY CIR	9000062540	4/19/2021	LIGHT OUT
4/19/2021	10101	BUENA VISTA AVE (EAST SIDE) & WARREN THEATER	9000062541	4/19/2021	LIGHT OUT
4/19/2021	12488	BUENA VISTA AVE & SE 12TH ST	9000062542	4/19/2021	LIGHT OUT

4/20/2021	99975	604 HELMS DR	4/20/2021	LIGHT OUT
4/20/2021	95355	E PRATT DR & N KEY BLVD	4/20/2021	LIGHT OUT
4/20/2021	96792	JUST SOUTH OF ROSE DR ON MAPLE DR	4/20/2021	LIGHT OUT
4/20/2021	95429	W PRATT DR & MAPLE DR	4/20/2021	LIGHT OUT
4/20/2021	98614	MAPLE DR & LOCKEED DR	4/20/2021	LIGHT OUT
4/20/2021	98613	MAPLE DR & MAGNOLIA LN	4/20/2021	LIGHT OUT



EXECUTIVE SESSION





City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
Office: 405.739.1201
tlyon@midwestcityok.org
www.midwestcityok.org

MEMORANDUM


TO: Honorable Mayor and City Council

FROM: Tim Lyon, City Manager

DATE: April 27, 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 executive session.



Tim L. Lyon, City Manager



MUNICIPAL AUTHORITY AGENDA

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

April 27, 2021 – 6:01 PM

Presiding members: Chairman Matt Dukes

Trustee Susan Eads

Trustee Sean Reed

City Manager Tim Lyon

Trustee Pat Byrne

Trustee Christine Allen

City Clerk Sara Hancock

Trustee Española Bowen

Trustee 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 March 23, 2021 meeting, as submitted. (Secretary - S. Hancock)
2. Discussion and consideration of declaring 75 golf carts and multiple retaining wall blocks from the John Conrad Golf Course on the attached list as surplus and authorizing their disposal by public auction, trade in, sealed bid, or destruction if necessary. (City Manager – V. Sullivan)
3. Discussion and consideration of 1) declaring the items on the attached list as surplus, 2) Authorizing these inadvertently omitted of items to be added as additional surplus items to the approved February 23, 2021 surplus lists, and 3) authorize their disposal through Binfa investments LLC the successful bidder of the February 23, 2021 surplus items list. (City Manager - T. Lyon)

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.midwestcityok.org).

Midwest City Municipal Authority Minutes

March 23, 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 Matt Dukes called the meeting to order at 6:48 PM with the following members present:

Trustee Susan Eads	Trustee Sean Reed	City Manager Tim Lyon
Trustee Pat Byrne	Trustee Christine Allen City	Clerk Sara Hancock
Trustee Española Bowen	Trustee Rick Favors	Asst. City Attorney Vicki Floyd

CONSENT AGENDA. Allen made motion to approve consent agenda, as submitted, seconded by Bowen. Voting Aye: Eads, Byrne, Bowen, Reed, Allen, Favors and Chairman Dukes. Nay: None. Motion carried.

1. Discussion and consideration to approve the minutes of the February 23, 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 February 28, 2021.
3. Discussion and consideration of approving and entering into an agreement allowing the Midwest City YMCA to offer swim lessons at the Reno Swim and Slide for the 2021 swim season in exchange for a commission fee paid to the Municipal Authority in the amount of \$5.00 per participant per class.

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

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 6:49 PM.

ATTEST:

Matthew D. Dukes II, Chairman

Sara Hancock, Secretary



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 Chairman and Trustees
Midwest City Municipal Authority

From: Vaughn K. Sullivan, Assistant City Manager

Date: April 27, 2021

Subject: Discussion and consideration of declaring 75 golf carts and multiple retaining wall blocks from the John Conrad Golf Course on the attached list as surplus and authorizing their disposal by public auction, trade in, sealed bid, or destruction if necessary. (City Manager – V. Sullivan)

Staff recommends approval.

Vaughn K. Sullivan
Assistant City Manager

**John Conrad Course
711 S. Douglas blvd.**

Cart #	Year	ID#	Type	Value
801	2018	3385687	ezgo	
802	2018	3385688		
803	2018	3385689		
804	2018	3385690		
805	2018	3385691		
806	2018	3385692		
807	2018	3385693		
808	2018	3385694		
809	2018	3385695		
810	2018	3385696		
811	2018	3385697		
812	2018	3385699		
701	2017	3300638	ezgo	
201	2012	2826421		
703	2017	3300652		
704	2017	3300644		
705	2017	3300637		
202	2012	2826426		
707	2017	3300636		
708	2017	3300641		
709	2017	3300635		
710	2017	3300631		
711	2017	3300634		
712	2017	3300640		
713	2017	3300646		
714	2017	3300645		
203	2012	2826430		
716	2017	3300650		
717	2017	3300649		
718	2017	3300647		
719	2017	3300633		
720	2017	3300642		
301	2013	317223	Yamaha	
302	2013	317228		
303	2013	317234		
304	2013	317247		
305	2013	317249		
306	2013	317250		
307	2013	317252		
308	2013	317256		
309	2013	317277		
310	2013	317278		
311	2013	317284		
312	2013	317285		
313	2013	317335		
314	2013	317339		
315	2013	317345		
403	2015	3093475	ezgo	
404	2015	3093476		

206	2012	2826440		
208	2012	2826445		
210	2012	2826452		
212	2012	2826479		
211	2012	2826483		
213	2012	2826489		
411	2015	3093483		
412	2015	3093484		
215	2012	2826496		
414	2015	3093486		
415	2015	3093487		
601	2016	3209479	ezgo	
602	2016	3209453		
603	2016	3209445		
214	2012	2826492		
605	2016	3209481		
606	2016	3209448		
607	2016	3209488		
608	2016	3209450		
609	2016	3209442		
610	2016	3209451		
611	2016	3209486		
612	2016	3209444		
613	2016	3209478		
614	2016	3209447		
401	2015	3093473		

- (940) Basic 12-in L x 4-in H x 8-in D Red Concrete Retaining Wall Blocks
- (317) Basic 18-in L x 6-in H x 9-in D Tan Concrete Retaining Wall Block
- (137) Basic 16-in L x 3-in H x 11-in D Tan Concrete Retaining Wall Cap



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: April 27, 2021


SUBJECT: Discussion and consideration of 1) declaring the items on the attached list as surplus, 2) Authorizing these inadvertently omitted of items to be added as additional surplus items to the approved February 23, 2021 surplus lists, and 3) authorize their disposal through Binfa investments LLC the successful bidder of the February 23, 2021 surplus items list.

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. The attached list of surplus hotel items was inadvertently left off the February 23, 2021 Council agenda.

Samuel Kamanu of Binfa Investments LLC successfully won and paid for the original surplus Sheraton items on March 31, 2021. Mr, Kamanu bid on the original items with the understanding these additional items presented on this agenda were included in the auction.

Mr. Kamanu is currently removing the original items from the hotel premises and, with approval, he will also load and remove these additional listed items in this process.

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



NEW BUSINESS/
PUBLIC DISCUSSION





MEMORIAL HOSPITAL AUTHORITY AGENDA

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

April 27, 2021 – 6:02 PM

Presiding members: Mayor Dukes

Trustee Susan Eads

Trustee Sean Reed

City Manager Tim Lyon

Trustee Pat Byrne

Trustee Christine Allen

City Clerk Sara Hancock

Trustee Española Bowen

Trustee Rick Favors

Assistant City Attorney Vicki Floyd

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 March 23, 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) \$100,000. (Finance - T. Cromar)

C. DISCUSSION ITEM.

1. Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives. (Finance - T. Cromar)
2. Pending Addendum: Discussion and consideration of approving the funding recommendations of the Board of Grantors to the eligible and partially eligible FY 2020-2021 round two grant applicants not to exceed \$340,590.00 as budgeted. (General Manager - Tim Lyon)

- D. 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.**

E. 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)

F. ADJOURNMENT.



Notice for the Midwest City 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.midwestcityok.org).

Midwest City Memorial Hospital Authority Minutes

March 23, 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 Matt Dukes called the meeting to order at 6:49 PM with following members present:

Trustee Susan Eads	Trustee Sean Reed	City Manager Tim Lyon
Trustee Pat Byrne	Trustee Christine Allen	City Clerk Sara Hancock
Trustee Española Bowen	Trustee Rick Favors	Asst. City Attorney Vicki Floyd

CONSENT AGENDA. Byrne made motion to approve consent agenda, as submitted, seconded by Bowen. Voting Aye: Eads, Byrne, Bowen, Reed, Allen, Favor and Chairman Dukes. Nay: none. Motion carried.

1. Discussion and consideration to approve the minutes of the March 9, 2021 meeting, as submitted.
2. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2020-2021, increase: Hospital Authority Fund, expenses/Hospital Authority (90) \$100,000.
3. Discussion, consideration and approval of Joint Resolution HA 2021-02 of the City of Midwest City and Midwest City Memorial Hospital Authority authorizing and approving an Amendment to Ground Lease Agreement and other matters concerning property associated with Midwest City Memorial Hospital.
4. Discussion and consideration of entering into a contract to purchase 2817 Parklawn DR (a/k/a Lot 1, Block 5, Parklawn Addition) from 2817 Parklawn Corp. for an amount not to exceed \$325,000 plus Closing costs; to authorize payment for the purchase price and Closing costs from the Midwest City Memorial Hospital Authority Compounded Principal Funds; and to authorize the Chairman and/or General Manager to execute all documents associated with the transaction.
5. Discussion and consideration of entering into a contract to purchase 2820 - 2824 Parklawn DR (a/k/a 1.575 Acres, More or Less, lying in the Southeast Quarter of Section 34, Township 12 North, Range 2 West of the Indian Meridian) from Parklawn Medical Complex, LLC, for an amount not to exceed \$400,000; to authorize payment for the purchase price and Closing costs from the Midwest City Memorial Hospital Authority Compounded Principal Funds; and to authorize the Chairman and/or General Manager to execute all documents associated with the transaction.
6. Discussion and consideration of entering into a contract to purchase 2828 Parklawn DR (a/k/a All of Lot 3, Parklawn Addition to the City of Midwest City plus the adjacent .26305 Acres, More or Less, lying in the Southeast Quarter of Section 34, Township 12 North, Range 2 West of the Indian Meridian) from Parklawn Professional Building Company, for an amount not to exceed \$1,236,000; to authorize payment for the purchase price and Closing costs from the Midwest City Memorial Hospital Authority Compounded Principal Funds; and to authorize the Chairman and/or General Manager to execute all documents associated with the transaction.

DISCUSSION ITEM.

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.

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

ADJOURNMENT. There being no further business, Chairman Dukes called the meeting at 6:50 PM.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary



Finance
100 N. Midwest Boulevard
Midwest City, OK 73110
Office: (405) 739-1245
tcromar@MidwestCityOK.org
www.midwestcityok.org

MEMORANDUM

TO: Honorable Chairman and Trustees of the
Memorial Hospital Authority

FROM: Tiatia Cromar, Finance Director

DATE: April 27, 2020

SUBJECT: Discussion and consideration of supplemental budget adjustments to the
following fund for FY 2020-2021, increase: Hospital Authority Fund,
expenses/Hospital Authority (90) \$100,000.

This supplement is needed to budget for expenditures related to legal services.

Tiatia Cromar
Finance Director

SUPPLEMENTS

April 27, 2021

Fund HOSPITAL AUTHORITY (425)		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>
90	Hospital Authority			100,000	
		<u>0</u>	<u>0</u>	<u>100,000</u>	<u>0</u>

Explanation:
To increase budget for expenditures related to legal services . Funding to come from fund balance.



Memorial Hospital Authority

General Manager/Administrator, Tim Lyon
100 North Midwest Boulevard
Midwest City, Oklahoma 73110
Office (405) 739-1201
tlyon@midwestcityok.org
www.midwestcityok.org

MEMORANDUM

To: Honorable Chairman and Trustees

From: Tiatia Cromar, Finance Director

Date: April 27, 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 of Fiduciary Capital Advisors, asked staff to put this item on each agenda in the event that 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.

Tiatia Cromar
Finance Director



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: April 27, 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.

Tim Lyon, City Manager



ECONOMIC DEVELOPMENT COMMISSION AGENDA

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

April 27, 2021 – 6:03 PM

Presiding Commissioners: Chairman Matt Dukes

Commissioner Susan Eads

Commissioner 4 Sean Reed

City Manager Tim Lyon

Commissioner Pat Byrne

Commissioner Christine Allen

City Clerk Sara Hancock

Commissioner Española Bowen

Commissioner Rick Favors

Asst. City Attorney Vicki Floyd

A. CALL TO ORDER.

B. CONSENT AGENDA. These items are placed on the Consent Agenda so the Commissioners, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with the approval of all Commissioners, 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. Review of the Convention and Visitors Bureau Quarterly Activity Report for the period ending March 31, 2021. No action is necessary; this item is presented for informational and discussion purposes only. (Communications and Marketing - J. Ryan)

3. Review of the Midwest City Chamber of Commerce's Quarterly Activity Report for the period ending March 31, 2021. No action is necessary; this item is presented for informational and discussion purposes only. (City Manager - T. Lyon)

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 Commission on any Subject not scheduled on the Regular Agenda. The Commission 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 Commission will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE COMMISSION ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE COMMISSION.**

D. ADJOURNMENT.



CONSENT AGENDA



Notice for the Midwest Economic Development Commission 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 Economic Development Commission 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 9:05 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. Reed made motion to approve the consent agenda, as submitted, seconded by Allen. 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 October 29, 2020 special meeting, as submitted.
2. Review of the Convention and Visitors Bureau Quarterly Activity Report for the period ending December 30, 2020. No action is necessary; this item is presented for informational and discussion purposes only.
3. Review of the Midwest City Chamber of Commerce's Quarterly Activity Report for the period ending September 30, 2020 and December 31, 2020. No action is necessary; this item is presented for informational and discussion purposes only.

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

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 9:06 PM.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary



Communications and Marketing

100 N. Midwest Blvd.
Midwest City, OK 73110
rrushing@midwestcityok.org
Office: 405-739-1205
www.midwestcityok.org

MEMORANDUM

TO: Honorable Chairman and Commissioners

FROM: Joshua Ryan, Communications and Marketing Director

DATE: April 27, 2021

SUBJECT: Review of the Convention and Visitors Bureau Quarterly Activity Report for the period ending March 31, 2021. No action is necessary; this item is presented for informational and discussion purposes only.

The Convention and Visitors Bureau has provided the attached report.

Joshua Ryan, Communications and Marketing Director



Convention & Visitors Bureau Activities: Q3 January, February, March 2021

The mission of the Convention & Visitors Bureau (CVB) is to stimulate Midwest City's economic vitality through tourism by positioning and marketing the community in partnership with the public/private sectors as a premier destination for conventions, tradeshow, corporate meetings, group tours and leisure travel. The CVB offers assistance with site tours and acquiring bids at our hospitality venues and information on special events, dining, catering, entertainment and local attractions.

In pursuit of its mission, the CVB generates increased visitor spending for the overall business community through creative marketing programs, attractive incentive packages and special events.

- Hotel operators and event planners are optimistic as encouraging updates regarding the COVID-19 vaccine are reported.
- There has been measurable change in private travel since mid-February. Consumers are requesting / accessing trip planning resources through TravelOK, Certified Folder and direct requests. Over 1150 guides were requested online from TravelOK this quarter.
- The CVB reprinted 3000 more visitors' guides to keep up with demand.
- Group bookings, such as smaller conferences, sports and social catering events have started to experience momentum. The Corporate travel sector seems to be recovering. It is predicted that large conferences (300+) will wait to resume their regular conference schedules.
- The CVB anticipates providing over 600 welcome bags to visiting groups this spring.
- The spring conference season will not be as strong as we've seen historically. The social markets may experience an uptick this summer, particularly family reunions and weddings. If vaccines continue to go well, the Fall Conference season should show signs of significant rebound. It will take the hospitality industry some time to fully recover.
- The CVB is waiting on updated booking numbers from the conference center. Although we do not have exact dates for all groups that have rebooked, the trend is looking positive.
- The CVB continues to work hotels and conference center to field inquiries and help attain post-COVID business. The new Omni hotel downtown will prove to be solid competition.
- The CVB has started to prepare for Tourism Week 2021 (May 2-8). The CVB will staff a tradeshow booth and provide materials from the Welcome Center on Tuesday, May 4th to welcome visitors and promote Midwest City.

(continued on next page)

Please note: The CVB does not work with every group booked at the Reed Center. The CVB works with groups who seek the CVB's support in a convention services capacity that exceeds reasonable expectations of the conference center staff. This includes, but is not limited to, conference planning, welcome bags, exhibitor participation, conference sponsorship, assistance with registration, name tags, welcome speeches, proclamations, transportation to off property events. The CVB welcomes opportunities to groom accounts, secure repeat bookings, and to offer groups special attention they do not get in other cities. Current bookings, status and value amounts (to the best of CVB knowledge) as of January 2021:

Definite	= 10	\$417,500
Tentative	= 3	\$198,000
Pending	= 2	\$144,000
Total:		15

Midwest City Hotel / Motel Assembly Quarterly Meeting – With COVID-19 and the effects it has had on the hotels, we did not conduct a winter Hotel / Motel Assembly Meeting. We are communicating via email and telephone. This meeting has not been rescheduled due to state and city COVID-19 precautionary recovering phases.

- **CVB Marketing Campaigns**

- **Digital**

- **Website** – www.visitmidwestcity.com Online request form for visitors guide directly to CVB. Tourism video is budgeted to be updated FY 21/22.
- **Social Media – Facebook & Twitter-** posts are made on a regular basis on all social media resources. Some weeks with heavy events or activities, multiple posts are made on a daily basis.
- **Cross promote** – Rose State College activities, Hudiburg Chevrolet Center shows & events, Parks / Recreation Activities / Special Events, Shopping, Dining and Hotels.

- **Print**

- We have continued to foster our relationship with MWC Beacon Sales whereas we are a first call for special advertising rates.
- **OTRD – Oklahoma Tourism & Recreation Department** MWC advertisement in State Travel Guide, Visitors Guide distribution at all Oklahoma Welcome Centers and online request fulfillment program. The OTRD Fulfillment Program has been a pleasant surprise with 1152+ monthly visitor's guides requested this quarter.
- **OSAE – Oklahoma Society of Association Executives** – Member and Sponsor (joint sponsorship with the Sheraton Hotel), ad in quarterly meeting planner magazine. OSAE is the state's premier organization for meeting planner networking and showcasing meeting facilities and hotels. Communication has been limited to emails and Zoom calls.
- **OTIA- Oklahoma Travel Industry Association-** Member & Sponsor. Communication has been limited to Zoom calls and emails. OTIA has offered complimentary continued education training webinars.

- **Cross Promotion & Marketing-** The Communication & Marketing Department continues to work closely with the Parks & Recreation Dept., Rose State College/ Hudiburg Chevrolet Center, Town Center Plaza and the Chamber of Commerce to ensure the overall brand message & public impression that Midwest City is the ideal place to work, shop, live, educate and visit. Although the CVB promotes all the aspects of Midwest City; the focus of the CVB is to market, promote, position and sell the tourism amenities featured in Midwest City.

- **Special Events –** The CVB, Public Information Office and Special Events have now effectively merged into the Communications & Marketing Team. The team encompasses the programming, sponsorships, marketing, execution and follow-up for Midwest City special events. With increased vaccinations and continued public optimism, many regular community and tourism related special events will resume this year.
 - **Covered in Color Sidewalk Chalk and Art Festival** will be hosted in Charles Johnson Park on May 8th. The event was moved to the month of May from April to elude possible cancellation due to weather.

 - As some events had to be cancelled or re-imagined due to the pandemic, several new events will be fine-tuned and added to the regular event line-up this year. The will help us capitalize on successes and identify growth potential. One example is that the new **Rockin' Regional** concert will be widely promoted to bring visitors from across the state.

 - All available resources are utilized to promote all Midwest City special events including Websites, Newsletters, Social Media, Digital and Print.

Submitted By: **Susan MacQuarrie, April 15, 2021**



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 Commissioners
Midwest City Economic Development Commission

FROM: Tim Lyon, City Manager

DATE: April 27, 2021

SUBJECT: Review of the Midwest City Chamber of Commerce's Quarterly Activity Report for the period ending March 31, 2020. No action is necessary; this item is presented for informational and discussion purposes only.

The Chamber of Commerce has provided the attached report.

Tim Lyon, City Manager

Midwest City Chamber of Commerce
Quarterly Report
Thursday April 15, 2021

The following is a quarterly report of the Midwest City Chamber of Commerce staff's economic development activities for the quarter ending April 15, 2021.

Due to COVID-19 restrictions and guidelines, many of the Chamber's events and programs were canceled or postponed. Staff has continued to reach out using social media platforms to share valuable resources with Chamber members.

Friday, January 8, 2021: Chamber staff designed and worked with our arts/graphic design company for the 2021 Tinker and the Primes Save the Date flyer and banner. Chamber staff then marketed by email and social media the remaining 21 of 67 exhibit booths available for the 2021 Tinker and the Primes. Within 9 days, the remaining 21 booths of 67 were secured. **As of today's date, April 14, 2021, we have 10 exhibitors on a waiting list if there are any cancellations.**

Tuesday, January 26, 2021: Chamber staff hosted a virtual Chamber Board of Directors meeting, via Zoom.

Thursday, January 28, 2021: Staff hosted a phone conference with Will McPherson, State Director for Congressman Tom Cole, and an aerospace company requesting assistance from us for contacts and connections to do business with Tinker Air Force Base.

Monday, February 1, 2021: Chamber Director attended a meeting with City Manager, Mayor, Chamber President Shane Willard, and incoming President Kimberlee Adams, regarding the cancellation clause in the Reed Center contract for Tinker and the Primes in the event the conference would need to be cancelled due to the pandemic.

Tuesday, February 2, 2021: Chamber staff filmed promotional video of a chamber member to post on social media for economic development purposes.

Wednesday, February 3, 2021: Chamber staff hosted and attended a 2021 Tinker and the Primes Committee Planning Meeting.

Thursday, February 4, 2021: Chamber staff filmed promotional video of a chamber member to post on social media for economic development purposes.

Tuesday, February 9, 2021: Chamber staff filmed promotional video of a chamber member to post on social media for economic development purposes.

Thursday, February 11, 2021: Chamber Director, Chamber President, Mayor, and Citizen's Police Academy representative, Joyce George, met to discuss a city-wide Support the Police event.

On February 18th, during the unprecedented ice storm, the Chamber had a pipe burst which flooded our entire building and damaged all of our electrical and I.T. equipment among numerous additional items such as flooring, furniture, sheetrock, and office supplies. Because of this, we were unable to operate for approximately 8 weeks until our I.T. could be restored and the building repaired. Therefore, this report is very condensed due to these circumstances.

During this time Chamber staff, utilizing our I-Phones, continued to promote and share information regarding CDC guidelines, city-wide winter weather storm clean up, and the Midwest City Community Improvement Grant Program.

On February 24, 2021, Chamber staff watched the State of the City Zoom presentation by cell phone due to no I.T. equipment availability at the MWC Chamber.

Thursday February 25, 2021: Chamber staff filmed promotional video of a chamber member to post on social media for economic development purposes.

Thursday, March 1, 2021: Chamber staff met with the Marketing Director for Century Martial Arts to inform them of events and activities throughout the city to give them more visibility and connections.

Chamber staff participated in a Zoom conference regarding tourism with Lt. Gov. Matt Pinnell.

Thursday, March 4, 2021: Chamber staff filmed promotional video of a chamber member to post on social media for economic development purposes.

Monday, March 8, 2021: Chamber staff filmed promotional video of a chamber member to post on social media for economic development purposes

Friday, March 12, 2021: Chamber staff filmed promotional videos of chamber members to post on social media for economic development purposes.

Thursday, March 18, 2021: Chamber staff attended Mid-Del-Moore Association of Realtors luncheon regarding appraisals and housing market in Eastern Oklahoma County.

Friday, March 19, 2021: Chamber Director attended a meeting with the Mayor, City Manager, Police Chief, and other citizens regarding forming a foundation for Midwest City Police and Fire.

Tuesday, March 23, 2021: Chamber staff hosted a virtual Chamber Board of Directors meeting, via Zoom. Chamber staff filmed promotional video of a chamber member to post on social media for economic development purposes.

Monday, March 29, 2021: Chamber staff hosted a 2021 Tinker and the Primes Planning Committee meeting

Tuesday, March 30, 2021: Chamber staff hosted a virtual Chamber Board of Directors meeting, via Zoom. Chamber staff filmed promotional video of a chamber member to post on social media for economic development purposes.

Wednesday, March 31, 2021: Chamber staff met with Midwest City Army recruiting staff to inform them of events and activities throughout the city to give the recruiting office more visibility and connections.

Wednesday, April 7, 2021: The Midwest City Chamber of Commerce and Rose State College co- hosted Brig. Gen Jeff King at Rose State College for a luncheon. Gen King presented an update of current missions and workload for Tinker AFB and the need for additional personnel. Brig Gen King also conveyed his support of Tinker and the Primes and is looking forward participating in it.

Tuesday, April 13, 2021: Chamber staff attended via Zoom, a Veteran's Day Parade meeting with the city of Midwest City and the Parade Committee. Chamber staff assisted Dutch Bros with a Grand Opening and Ribbon Cutting Ceremony.

Wednesday, April 14, 2021: Chamber staff hosted a Midwest City Marketing Committee meeting included was Mid-Del Schools, Midwest City Beacon, Rose State College, Mid-Del Tech Center, City of Midwest City, CVB, Mid-Del Public School Foundation, and Chamber President. Not present was SSM Healthcare Midwest, or TAFB.

Chamber staff continues to provide information, referrals and support for the continued efforts of economic development.

Bonnie Cheatwood
Executive Director
Midwest City Chamber of Commerce



NEW BUSINESS/
PUBLIC DISCUSSION





SPECIAL UTILITIES AUTHORITY MEETING AGENDA

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

April 27, 2021 – 6:04 PM

Presiding members: Chairman Matt Dukes

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

Interim City Attorney Vicki Floyd

A. CALL TO ORDER.

B. DISCUSSION ITEM.

1. Discussion and consideration to approve the minutes of the September 22, 2020 special meeting, as submitted. (City Clerk - S. Hancock)

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 ITEM



Notice for the Midwest City Utilities Authority special meeting was filed with the City Clerk of Midwest City 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 Utilities Authority Minutes
Special Meeting

September 22, 2020

This special 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 7:46 PM with following members present: Trustees Susan Eads, Pat Byrne, Española Bowen, Sean Reed, Christina Allen, Rick Favors with Secretary Sara Hancock, City Attorney Heather Poole, and City Manager Tim Lyon.

DISCUSSION ITEMS.

1. **Discussion and consideration to approve the minutes of the July 28, 2020 special meeting, as submitted.** Eads made a motion to approve the minutes, as submitted, seconded by Byrne. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favors, and Dukes. Nay: None. Absent: None. Motion carried.

2. **Discussion and consideration of approving a Letter of Intent with Hard Luck Automotive Services, Inc. for development of an automobile repair facility in the Soldier Creek Industrial Park.** Staff and Adam Ely of Hard Luck Automotive Services addressed the Trustees. After discussion, Reed made a motion to approve the Letter of Intent, seconded by Eads. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favors, and Dukes. Nay: None. Absent: None. Motion carried.

PUBLIC DISCUSSION. There was no public discussion.

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 7:51 PM.

ATTEST:

MATTHEW D. DUKES II, Chairman

SARA HANCOCK, Secretary



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: April 27, 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.

Tim Lyon, City Manager



PUBLIC DISCUSSION

