



## MIDWEST CITY MEETINGS FOR SEPTEMBER 22, 2020

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The regular Council/Authority/Commission meetings are streamed live on the City of Midwest City Government Facebook page as @MidwestCityOK at <https://www.facebook.com/MidwestCityOK/>.

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

To make a special assistance request, call 739-1213 or email [bbundy@midwestcityok.org](mailto: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 the City meetings down in the Council Chambers of City Hall at 6:00 PM. However, they will informally gather at or after 5:00 PM in the Chamber for dinner, but no City Council business will be discussed or acted upon and the room will be open to the public. Meals will only be provided to the City Council and staff.

The CDC recommendations will be followed to the extent allowed by the Oklahoma Open Meetings Act and temporary Amendment. Please stay home if you or anyone in your household is sick or think they may have had a COVID-19 exposure. If attending in person, please practice social distancing and wear a mask to protect yourself and others.



## CITY OF MIDWEST CITY COUNCIL AGENDA

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

September 22, 2020 – 6:00 PM

A. CALL TO ORDER.

B. OPENING BUSINESS.

- Invocation by Assistant City Manager Vaughn Sullivan
- Pledge of Allegiance by Councilmember Rick Favors
- Community-related announcements and comments
- Mayoral proclamations for "Ovarian Cancer Awareness Month" and "Constitution 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 September 8, 2020 regular meeting, as submitted. (City Clerk - S. Hancock)
2. Discussion and consideration of supplemental budget adjustment to the following fund for FY 2020-2021, increase: Reimbursed Projects, revenue/Intergovernmental (39) \$20,037; expenses/Grants Management (39) \$20,037. General Fund, expenses/Municipal Court (12) \$3,544. Grants, revenue/Intergovernmental (62) \$7,617; expenses/Police (62) \$7,617. Fire Fund, expenses/Fire (040) \$15,600. (C. Barron - Finance)
3. Discussion and consideration of accepting the City Manager's Report for the month of August 2020. (Finance - C. Barron)
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. (Human Resources - T. Bradley)
5. Discussion and consideration of the acceptance of and making a matter of record Permit No. SL000055200431 from the State Department of Environmental Quality for a sanitary sewer extension to serve the City of Midwest City Habitat for Humanity Sewerline Extension Project, at approximately 8708 NE 5th Street. (Community Development - B. Bundy)
6. Discussion and consideration of the acceptance of and making a matter of record Permit No. WL000055200430 from the State Department of Environmental Quality for a water line extension to serve the City of Midwest City Habitat for Humanity Waterline Extension Project, at approximately 8708 NE 5th Street. (Community Development - B. Bundy)

7. Discussion and consideration of approving a federal aid programming resolution for inclusion into the FFY 2022-2025 Transportation Improvement Plan for a project known as “Signal Upgrade Phase 4; Improving multiple signals at various locations throughout the city.” (Community Development - B. Bundy)
8. Discussion and consideration of approving a federal aid programming resolution for inclusion into the FFY 2022-2025 Transportation Improvement Plan for a project to resurface Midwest Boulevard from SE 29th Street to NE 10th Street for a total cost of \$3,773,584.90 with the City’s matching share of \$943,396.23. (Community Development - B. Bundy)
9. Discussion and consideration of entering into and approving an Agreement for Professional Services with Poe and Associates, Inc. in the amount of \$165,033 to prepare plans for resurfacing Midwest Boulevard from SE 29th Street to NE 10th Street. Additional services of \$76,334 are provided in the agreement if requested and warranted in the design. (Community Development - B. Bundy)
10. Discussion and consideration of approving a federal aid programming resolution for inclusion into the FFY 2022-2025 Transportation Improvement Plan for a project to resurface Post Road from Reno Avenue to NE 10th Street for a total cost of \_\_\_\_\_ \$597,100.00, with City's match of \$119,420.00. (Community Development - B. Bundy)
11. Discussion and consideration of approving a federal aid programming resolution for inclusion into the FFY 2022-2025 Transportation Improvement Plan for a project known as “Signal Upgrade Phase 5; Improving multiple signals at various locations throughout the city.” (Community Development - B. Bundy)
12. Discussion and consideration of approving a federal aid programming resolution for inclusion into the FFY 2022-2025 Transportation Improvement Plan for a project known as “Striping City Wide, Various Locations, Phase 5.” (Community Development - B. Bundy)
13. Discussion and consideration of entering into and approving an Agreement for Professional Services with H.W. Lochner, Inc. in the amount of \$60,700 to prepare a bridge feasibility report for the Crutch Creek and Kuhlman Creek bridges on SE 29th Street. (Community Development - B. Bundy)
14. Discussion and consideration of accepting maintenance bonds from Jordan Contractors, Inc. in the amount of \$1,050.00, respectively. (Public Works - P. Menefee)
15. Discussion and consideration of appointing Kim Morphis as Cy Valandjad's \_\_\_\_\_ replacement for a two-year term to the Midwest City Traffic and Safety Commission. (Public Works - P. Menefee)

16. Discussion and consideration of reappointing Dean Hinton to the Planning Commission for an additional three-year term. (Community Development - B. Harless)
17. Discussion and consideration of declaring as surplus the items of found property and seized non-drug evidence on the attached list, and authorizing their disposal through conversion for use by the City of Midwest City, sealed bid or public auction, or destruction in the case of items posing a threat to the general safety of the general public. (Police - B. Clabes)

D. DISCUSSION ITEMS.

1. (PC – 2049) Public hearing with discussion and consideration of approval of a resolution for a Special Use Permit (SUP) to allow the use of communication services: towers/antennas in the C-3, Community Commercial District for the property described as a part of the NE/4 of section 4 T-11-N, R-2-W, located at 207 S. Air Depot Boulevard. (Community Development - B. Harless)
2. (PC – 2050) Public hearing with discussion and consideration of approval of a resolution for a Special Use Permit (SUP) to allow the use of communication services in the R-6, Single Family Detached Residential District for the property described as a part of the SE/4 of section 31 T-12-N, R-1-W, located at 10713 E. Reno Avenue. (Community Development - B. Harless)
3. (PC – 2051) Discussion and consideration of approval of the proposed preliminary plat of The Curve, described as a part of the SW/4 of Section 8, T11N, R1W, located at 11004 SE 28<sup>th</sup> Street. Planning Commission continued this item to October. (Community Development - B. Harless)
4. (PC-2052) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Detached Residential to O-2, General Office and a resolution to amend the Comprehensive Plan from COMM, Commercial to OR, Office Retail, for the property described as part of Leavitts SE 15<sup>th</sup> St. Acres, addressed as 1120 S. Post Road. (Community Development - B. Harless)
5. Discussion and consideration of awarding the bid for an onsite turnkey vehicle and equipment parts operation to O'Reilly Auto Parts. (Fleet - C. Davis)
6. Discussion and Consideration of approving an ordinance amending Chapter 11, City Emergency Management, Section 11-4, Face Covering and Social Distancing During "COVID-19 Pandemic Emergency"; and providing for repealer and severability. (City Manager - T. Lyon)

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. Review of the August 2020 Building Report. (Community Development—B. Harless)
2. Minutes of the August 18, 2020 Park Land Review Committee Meeting. (Community Development - B. Harless)
3. Minutes of the September 1, 2020 Planning Commission meeting. (Community Development - B. Harless)
4. Review of the monthly Neighborhood Services report for August 2020. (Neighborhood Services - M. Stroh)

G. 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**

September 08, 2020

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 6:00 PM with following members present: Councilmembers Susan Eads, Pat Byrne, Española Bowen, Sean Reed, Christine Allen, and Rick Favors with City Clerk Sara Hancock, City Attorney Heather Poole, and City Manager Tim Lyon.

**OPENING BUSINESS.** Assistant City Manager Vaughn Sullivan opened with the invocation, followed by the Pledge of Allegiance led by Councilmember Sean Reed. Council and Staff made community-related announcements and comments. Mayor presented a proclamation to Yolanda Whitlow and a plaque to Grace Sullivan.

**CONSENT AGENDA.** Eads made a motion to approve the consent agenda, as submitted, seconded by Byrne. 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 August 25, 2020 regular meeting, as submitted.
2. Discussion and consideration of supplemental budget adjustment to the following fund for FY 2020-2021, increase: Grants Fund, revenue/Intergovernmental (21) \$255,733; expenses/Emer Operation (21) \$255,733. Emergency Operation Fund, expenses/EmerOperation (21) \$33,933.
3. Discussion and consideration of approving a Resolution 2020-15 maintaining the Nine-One-One Emergency Telephone Fee Rate at three percent for calendar year 2021.
4. Discussion and consideration of approving the Second Amendment to and entering into the Professional Services Agreement with the Oklahoma County Criminal Justice Advisory Council along with Oklahoma County, the City of Oklahoma City, and the City of Edmond expiring on June 30, 2021.
5. (TS-442) Discussion and consideration of adding STOP controls to the intersection of Atkinson Drive and Babb Drive.
6. Discussion and consideration of naming Town Center Plaza after our founding father “W. P. Bill Atkinson.”
7. Discussion and consideration of approving Ordinance 3419 as required by Article IV, Section 4 of the Midwest City Charter declaring one (1) 2014 Chevrolet Caprice VIN# 6G3NS5U24EL931179, which has a value of more than \$10,000 surplus and authorizing its disposal; and providing repeal and severability.

DISCUSSION ITEMS.

1. **Public hearing with discussion and consideration of an appeal filed by the owner of the property located at 717 South Midwest Boulevard for the notice and order to abate tall grass and weeds.** After Staff and Council discussion, Eads made motion to dismiss the appeal, seconded by Reed. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favors, and Mayor Dukes. Nay: None. Motion carried.
2. **Presentation by Heckenkemper Golf Course Design from Tulsa, OK on the development and design phase of the John Conrad Regional Golf Course.** Conor Cummings of Heckenkemper Golf Course Design gave the presentation. Council discussion was had. No Action needed.
3. **Discussion and consideration of approving a resolution of the Council of the City of Midwest City's approval of the June 28, 2018 weighted voting amendment to the agreement creating the 9-1-1 Association of Central Oklahoma Governments (ACOG).** After Council and staff discussion, Byrne made motion to approve Resolution 2020-16, as submitted, seconded by Eads. Voting Aye: Byrne, Eads, Bowen, Allen, Favors, and Mayor Dukes. Nay: Reed. Motion carried.
4. **Discussion and consideration of forming a Race Relations Committee to study and make recommendations on promoting diversity and advancing inclusion throughout our community and appointing Councilmember Española Bowen as Committee Chair.** After Staff and Council discussion, Byrne made motion to form the Committee and appoint Councilmember Bowen as the Committee Chair, seconded by Reed. Voting Aye: Byrne, Eads, Reeds, Favors, and Mayor Dukes. Nay: Allen. Recused: Bowen. Motion carried.

NEW BUSINESS/PUBLIC DISCUSSION.

There was no new business or public discussion.

ADJOURNMENT.

There being no further business, Mayor Dukes adjourned the meeting at 7:12 PM.

ATTEST:

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MATTHEW D. DUKES II, Mayor

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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: Christy Barron, City Treasurer/Finance Director

DATE: September 22, 2020

SUBJECT: Discussion and consideration of supplemental budget adjustment to the following fund for FY 2020-2021, increase: Reimbursed Projects, revenue/Intergovernmental (39) \$20,037; expenses/Grants Management (39) \$20,037. General Fund, expenses/Municipal Court (12) \$3,544. Grants, revenue/Intergovernmental (62) \$7,617; expenses/Police (62) \$7,617. Fire Fund, expenses/Fire (040) \$15,600.

The first supplement is needed to budget an insurance check for roof replacement to the Dana Brown Cooper Head Start roof. The second supplement is needed to budget unplanned unemployment claims in Municipal Court. The third supplement is needed to budget Fiscal Year 2020 Edward Byrne Justice Assistance Grant from U.S. Department of Justice to purchase law enforcement equipment. The fourth supplement is needed to purchase a radio subscription service on KFOR tower with technical support for the Fire Fund.

Christy Barron  
Finance Director

**SUPPLEMENTS**  
**September 22, 2020**

Fund REIMBURSED PROJECTS (016)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
39	Intergovernmental	20,037			
39	Grants Management			20,037	
		<u>20,037</u>	<u>0</u>	<u>20,037</u>	<u>0</u>

**Explanation:**  
To budget revenue and expense from an insurance check for the roof replacement on the Dana Brown Cooper Head Start roof. Funding to come from fund balance.

Fund GENERAL (010)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
12	Municipal Court			3,544	
		<u>0</u>	<u>0</u>	<u>3,544</u>	<u>0</u>

**Explanation:**  
To budget unplanned unemployment claims. Funding to come from fund balance.

Fund GRANTS (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>
62	Intergovernmental	7,617			
62	Police			7,617	
		<u>7,617</u>	<u>0</u>	<u>7,617</u>	<u>0</u>

**Explanation:**  
To budget Fiscal Year 2020 Edward Byrne Justice Assistance Grant from U.S. Department of Justice to be used to purchase law enforcement equipment.

Fund FIRE (040)		BUDGET AMENDMENT FORM Fiscal Year 2020-2021			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
64	Fire			15,600	
		<u>0</u>	<u>0</u>	<u>15,600</u>	<u>0</u>

**Explanation:**  
To budget a radio subscription service on KFOR tower & tech support ticket for GIS for ESRI. Funding to come from Fund balance.



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TO: Honorable Mayor and City Council

FROM: Christy Barron, City Treasurer/Finance Director

DATE: September 22, 2020

SUBJECT: Discussion and consideration of accepting the City Manager's Report for the month of August 2020.

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

**Hotel/ Conference Center (195)** had an operational loss of \$70,279 in August.

**Hotel 4% FF&E (196)** decreased because of the payments for:

Property Improvement <\$420,016>

**Golf (197)** had an operational gain of \$92,559 in August.

**L & H Benefits (240)** decreased \$260,182 because there were five weeks of claims in August.

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

Various Capital Outlay Payments <\$485,881>

**MWC Hospital Authority (425)** activities for August:

Compounded Principal (9010) - unrealized gain on investment \$4,807,351

Discretionary (9050) - unrealized gain on investment \$1,242,668

H. A. Grants (9080) – grants payments < \$88,500>

Christy Barron  
Finance Director

City of Midwest City  
Financial Summary by Fund  
for Period Ending August, 2020

(Unaudited)

Fund Number	Fund Description	Assets	Liabilities	6/30/2020 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
9	GENERAL GOVERNMENT SALES TAX	3,884,361	-	3,692,885	482,669	(291,193)	191,476	3,884,361
10	GENERAL	7,565,720	(151,595)	7,257,964	7,335,872	(7,179,711)	156,161	7,414,125
11	CAPITAL OUTLAY RESERVE	879,322	-	878,312	1,010	-	1,010	879,322
13	STREET AND ALLEY FUND	1,663,688	-	1,615,489	99,116	(50,917)	48,199	1,663,688
14	TECHNOLOGY FUND	217,239	-	207,826	60,230	(50,817)	9,412	217,239
15	STREET LIGHT FEE	1,880,802	-	1,874,909	99,305	(93,411)	5,894	1,880,802
16	REIMBURSED PROJECTS	1,246,887	-	1,247,928	30,542	(31,583)	(1,041)	1,246,887
17	29TH & DOUGLAS PROPERTY	288	-	288	-	-	-	288
20	MWC POLICE DEPARTMENT	6,437,018	-	5,969,836	3,070,496	(2,603,314)	467,183	6,437,018
21	POLICE CAPITALIZATION	496,002	-	448,160	86,544	(38,702)	47,842	496,002
25	JUVENILE FUND	30,767	-	27,943	19,763	(16,939)	2,824	30,767
30	POLICE STATE SEIZURES	72,166	-	72,260	83	(177)	(94)	72,166
31	SPECIAL POLICE PROJECTS	96,503	-	93,392	3,111	-	3,111	96,503
33	POLICE FEDERAL PROJECTS	49,093	-	49,067	25	-	25	49,093
34	POLICE LAB FEE FUND	25,042	-	23,424	1,677	(59)	1,618	25,042
35	EMPLOYEE ACTIVITY FUND	20,476	-	20,356	208	(89)	120	20,476
36	JAIL	139,653	-	144,218	5,132	(9,696)	(4,564)	139,653
37	POLICE IMPOUND FEE	93,609	-	109,036	7,618	(23,045)	(15,427)	93,609
40	MWC FIRE DEPARTMENT	4,255,450	(4)	4,029,690	2,379,896	(2,154,139)	225,757	4,255,446
41	FIRE CAPITALIZATION	1,252,080	-	1,180,917	110,187	(39,024)	71,163	1,252,080
45	MWC WELCOME CENTER	367,675	(75)	353,512	36,858	(22,769)	14,088	367,601
46	CONV / VISITORS BUREAU	208,258	-	184,975	59,243	(35,959)	23,284	208,258
50	DRAINAGE TAX FUND	-	-	-	-	-	-	-
60	CAPITAL DRAINAGE IMP	639,098	-	614,336	78,049	(53,286)	24,763	639,098
61	STORM WATER QUALITY	1,055,566	-	1,014,388	134,989	(93,812)	41,178	1,055,566
65	STREET TAX FUND	1,910,561	-	1,840,981	91,650	(22,070)	69,580	1,910,561
70	EMERGENCY OPER FUND	799,964	-	765,195	100,413	(65,643)	34,770	799,964
75	PUBLIC WORKS ADMIN	574,493	-	647,055	178,936	(251,498)	(72,562)	574,493
80	INTERSERVICE FUND	642,522	-	638,120	405,939	(401,537)	4,403	642,522
81	SURPLUS PROPERTY	517,085	(406,768)	108,739	9,045	(7,467)	1,578	110,317
115	ACTIVITY FUND	364,709	(775)	351,549	19,195	(6,809)	12,386	363,934
123	PARK & RECREATION	728,852	(150)	639,507	118,965	(29,770)	89,195	728,702
141	COMM. DEV. BLOCK GRANT	9,779	(3,750)	6,029	208,679	(208,679)	-	6,029
142	GRANTS/HOUSING ACTIVITIES	168,941	(5,000)	142,535	59,688	(38,282)	21,406	163,941
143	GRANT FUNDS	98,324	(38,324)	60,000	180,097	(180,097)	-	60,000

City of Midwest City  
Financial Summary by Fund  
for Period Ending August, 2020

(Unaudited)

Fund Number	Fund Description	Assets	Liabilities	6/30/2020 Fund Balance	Revenues	Expenditures	Gain or (Loss)	Fund Balance
157	CAPITAL IMPROVEMENTS	2,383,870	(1,478)	2,523,375	167,346	(308,329)	(140,983)	2,382,392
172	CAP. WATER IMP-WALKER	1,479,034	-	1,440,837	104,654	(66,457)	38,197	1,479,034
178	CONST LOAN PAYMENT REV	3,023,573	(15,358)	2,876,857	160,307	(28,948)	131,359	3,008,215
184	SEWER BACKUP FUND	83,867	-	83,771	97	-	97	83,867
186	SEWER CONSTRUCTION	4,642,716	(175,000)	4,285,350	241,389	(59,024)	182,365	4,467,716
187	UTILITY SERVICES	469,360	(924)	494,006	187,870	(213,441)	(25,570)	468,436
188	CAP. SEWER IMP.-STROTH	190,417	-	121,949	68,864	(397)	68,468	190,417
189	UTILITIES CAPITAL OUTLAY	2,556,921	(81,889)	3,009,651	446,482	(981,101)	(534,619)	2,475,032
190	MWC SANITATION DEPARTMENT	3,262,508	-	3,020,287	1,230,517	(988,297)	242,221	3,262,508
191	MWC WATER DEPARTMENT	3,063,191	-	2,749,260	1,387,225	(1,073,293)	313,931	3,063,191
192	MWC SEWER DEPARTMENT	1,236,119	(80)	1,282,446	978,860	(1,025,267)	(46,407)	1,236,038
193	MWC UTILITIES AUTHORITY	948,356	-	952,584	1,089	(5,316)	(4,228)	948,356
194	DOWNTOWN REDEVELOPMENT	2,252,109	(11,388)	2,364,928	2,652	(126,859)	(124,207)	2,240,721
195	HOTEL/CONFERENCE CENTER	554,084	(535,449)	86,188	305,391	(372,944)	(67,553)	18,635
196	HOTEL 4% FF&E	71,571	(22,484)	672,955	12,216	(636,084)	(623,868)	49,087
197	JOHN CONRAD REGIONAL GOLF	445,806	(147,924)	164,931	316,869	(183,918)	132,951	297,882
201	URBAN RENEWAL AUTHORITY	79,019	-	81,862	92	(2,935)	(2,843)	79,019
202	RISK MANAGEMENT	1,174,331	(37)	1,337,005	151,205	(313,915)	(162,710)	1,174,294
204	WORKERS COMP	3,282,605	-	3,342,285	173,982	(233,661)	(59,680)	3,282,605
220	ANIMALS BEST FRIEND	90,637	-	89,075	4,054	(2,493)	1,562	90,637
225	HOTEL MOTEL FUND	-	-	-	105,381	(105,381)	-	-
230	CUSTOMER DEPOSITS	1,558,217	(1,558,217)	-	1,786	(1,786)	-	-
235	MUNICIPAL COURT	70,558	(70,558)	-	88	(88)	-	-
240	L & H BENEFITS	1,443,002	(70,447)	1,519,039	1,367,519	(1,514,002)	(146,483)	1,372,555
250	CAPITAL IMP REV BOND	14,845,902	(54,383,373)	(40,619,738)	2,738,778	(1,656,510)	1,082,268	(39,537,470)
269	2002 G.O. STREET BOND	315,534	-	315,172	362	-	362	315,534
270	2018 ELECTION G.O. BOND	26,235,979	(21,999)	27,003,375	30,411	(819,807)	(789,395)	26,213,980
271	2018 G.O. BONDS PROPRIETARY	10,651,768	-	10,686,758	12,247	(47,238)	(34,990)	10,651,768
310	DISASTER RELIEF	1,255,120	(185,853)	1,072,308	50,584	(53,624)	(3,040)	1,069,267
340	REVENUE BOND SINKING FUND	-	-	-	1,139,835	(1,139,835)	-	-
350	G. O. DEBT SERVICES	1,908,896	(37,375)	1,840,177	33,528	(2,184)	31,344	1,871,521
352	SOONER ROSE TIF	1,654,506	-	1,654,228	3,778	(3,500)	278	1,654,506
353	ECONOMIC DEV AUTHORITY	53,215,182	(49,987,326)	2,884,708	432,361	(89,213)	343,148	3,227,856
425-9010	MWC HOSP AUTH-COMP PRINCIPAL	106,077,371	(6,205,384)	93,145,527	8,713,490	(1,987,029)	6,726,461	99,871,988
425-9020	MWC HOSP AUTH-LOAN RESERVE	559,708	(559,708)	-	-	-	-	-
425-9050	MWC HOSP AUTH-DISCRETIONARY	14,848,190	(3,883)	11,287,755	3,640,946	(84,394)	3,556,552	14,844,306
425-9060	MWC HOSP IN LIEU OF/ROR/MISC	8,731,465	-	8,746,405	62	(15,000)	(14,938)	8,731,466
425-9080	MWC HOSP AUTH GRANTS	436,655	-	28,398	496,757	(88,500)	408,257	436,655
	TOTAL	313,490,142	(114,682,574)	186,854,530	40,184,304	(28,231,264)	11,953,040	198,807,570



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:** September 22, 2020

**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 August 2020 which is the second (2) period of the FY 2020/2021.

Troy Bradley, Human Resources Director

<u>FISCAL YEAR 2020-2021</u>	<u>Jul-20</u>	<u>Aug-20</u>	<u>Sep-20</u>	<u>Oct-20</u>	<u>Nov-20</u>	<u>Dec-20</u>	<u>Jan-21</u>	<u>Feb-21</u>	<u>Mar-21</u>	<u>Apr-21</u>	<u>May-21</u>	<u>Jun-21</u>
<b>PLAN INCOME</b>												
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										
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										
<b>PLAN CLAIMS/ADMIN COSTS</b>	<u>Jul-20</u>	<u>Aug-20</u>	<u>Sep-20</u>	<u>Oct-20</u>	<u>Nov-20</u>	<u>Dec-20</u>	<u>Jan-21</u>	<u>Feb-21</u>	<u>Mar-21</u>	<u>Apr-21</u>	<u>May-21</u>	<u>Jun-21</u>
Projected Budgeted (MTD)	691,492	864,366	691,492	691,492	864,366	691,492	691,492	691,492	864,366	691,492	864,366	691,492
Actual (MTD)	548,997	965,005										
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										
<b>EXCESS INCOME vs. EXPENDITURES</b>	<u>Jul-20</u>	<u>Aug-20</u>	<u>Sep-20</u>	<u>Oct-20</u>	<u>Nov-20</u>	<u>Dec-20</u>	<u>Jan-21</u>	<u>Feb-21</u>	<u>Mar-21</u>	<u>Apr-21</u>	<u>May-21</u>	<u>Jun-21</u>
Projected Budgeted (MTD)	37,924	-134,950	37,924	37,924	-134,950	37,924	37,924	37,924	-134,950	37,924	-134,950	37,924
Actual (MTD)	113,822	-260,101	0	0	0	0	0	0	0	0	0	0
Projected Budgeted (YTD)	37,924	-97,026	-59,102	-21,178	-156,128	-118,204	-80,280	-42,356	-177,306	-139,382	-274,332	-236,408
Actual (YTD)	113,822	-146,279	0	0	0	0	0	0	0	0	0	0
<b>FISCAL YEAR 2019-2020</b>	<u>Jul-19</u>	<u>Aug-19</u>	<u>Sep-19</u>	<u>Oct-19</u>	<u>Nov-19</u>	<u>Dec-19</u>	<u>Jan-20</u>	<u>Feb-20</u>	<u>Mar-20</u>	<u>Apr-20</u>	<u>May-20</u>	<u>Jun-20</u>
<b>PLAN INCOME</b>												
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
<b>PLAN CLAIMS/ADMIN COSTS</b>	<u>Jul-19</u>	<u>Aug-19</u>	<u>Sep-19</u>	<u>Oct-19</u>	<u>Nov-19</u>	<u>Dec-19</u>	<u>Jan-20</u>	<u>Feb-20</u>	<u>Mar-20</u>	<u>Apr-20</u>	<u>May-20</u>	<u>Jun-20</u>
Projected Budgeted (MTD)	727,655	640,699	727,655	640,699	640,699	727,655	640,699	640,699	727,655	640,698	640,698	640,698
Actual (MTD)	646,453	673,397	845,354	678,761	893,068	996,518	825,669	776,712	849,727	629,694	538,458	736,771
Projected Budgeted (YTD)	727,655	1,368,354	2,096,009	2,736,708	3,377,407	4,105,062	4,745,761	5,386,460	6,114,115	6,754,813	7,395,511	8,036,209
Actual (YTD)	646,453	1,319,850	2,165,204	2,843,965	3,737,033	4,733,551	5,559,220	6,335,932	7,185,659	7,815,353	8,353,811	9,090,582
<b>EXCESS INCOME vs. EXPENDITURES</b>	<u>Jul-19</u>	<u>Aug-19</u>	<u>Sep-19</u>	<u>Oct-19</u>	<u>Nov-19</u>	<u>Dec-19</u>	<u>Jan-20</u>	<u>Feb-20</u>	<u>Mar-20</u>	<u>Apr-20</u>	<u>May-20</u>	<u>Jun-20</u>
Projected Budgeted (MTD)	-52,818	34,138	-52,818	34,138	34,138	-52,818	34,138	34,138	-52,818	34,138	34,138	34,138
Actual (MTD)	-19,240	-20,677	-194,809	-23,592	-158,708	-281,349	-102,433	193,576	-134,191	19,580	137,096	-4,611
Projected Budgeted (YTD)	-52,818	-18,680	-71,498	-37,360	-3,222	-56,040	-21,902	12,236	-40,582	-6,444	27,694	61,832
Actual (YTD)	-19,240	-39,917	-234,726	-258,318	-417,026	-698,375	-800,808	-607,232	-741,423	-721,843	-584,747	-589,358

Aug 2/FY 2021: \$1,371,699  
 Aug 2/FY 2020: \$2,068,528  
 Aug 2/FY 2019: \$2,333,614  
 Aug 2/FY 2018: \$1,911,497

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



CITY of MIDWEST CITY  
COMMUNITY DEVELOPMENT DEPARTMENT  
ENGINEERING DIVISION

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

ENGINEERING DIVISION  
Brandon Bundy, P.E., City Engineer  
CURRENT PLANNING DIVISION  
Kellie Gilles, Manager  
COMPREHENSIVE PLANNER  
Petya Stefanoff, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Christine Brakefield, Building Official  
GIS DIVISION  
Greg Hakman, GIS Coordinator

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TO : Honorable Mayor and Council

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

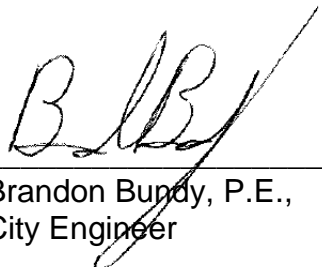
DATE : September 22<sup>nd</sup>, 2020

SUBJECT : Discussion and consideration of the acceptance of and making a matter of record Permit No. SL000055200431 from the State Department of Environmental Quality for a sanitary sewer extension to serve the City of Midwest City Habitat for Humanity Sewerline Extension Project, at approximately 8708 NE 5<sup>th</sup> Street.

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Permit No. SL000055200431 is for the construction of 630 L.F. of eight inch (8") sewer line to serve the City of Midwest City Habitat for Humanity Sewerline Extension Project, Midwest City, Oklahoma. Extension is required for developing the property as per Sec. 43-109 of the Midwest City Code of Ordinances.

Staff recommends acceptance as this is consistent with past policy.



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Brandon Bundy, P.E.,  
City Engineer

Attachment





SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT  
Governor

August 18, 2020

Tim Lyon, City Manager  
City of Midwest City  
100 North Midwest Boulevard  
Midwest City, Oklahoma 73110

Re: Permit No.: SL000055200431  
Habitat for Humanity  
Sanitary Sewer Line Extension  
Facility No.: S-20541

Dear Mr. Lyon:

Enclosed is Permit No.: SL000055200431 for the construction of approximately 630 L. F. of eight (8) inch sewer line and appurtenances to serve the Habitat for Humanity Sanitary Sewer Line Extension Project, Oklahoma County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on August 18, 2020. Any deviations from the approved plans and specifications affecting capacity, flow, or operation of units must be approved, in writing, by the Department before changes are made.

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

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

Respectfully,

Robert B. Walker  
Construction Permit Section  
Water Quality Division

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

RBW/RC/md

Enclosure

c: Lindsay Flesher, P. E., CEC Infrastructure Solutions  
Travis Mensik, Regional Manager, DEQ  
Oklahoma City DEQ Office



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT  
Governor

**PERMIT NO.: SL000055200431**

**SEWER LINES**

**FACILITY NO.: S-20541**

### **PERMIT TO CONSTRUCT**

August 18, 2020

Pursuant to O.S. 27A 2-6-304, the City of Midwest City is hereby granted this Tier I Permit to construct approximately 630 L. F. of eight (8) inch sewer line and appurtenances to serve the Habitat for Humanity Sanitary Sewer Line Extension Project, located in part of NE-1/4, Section 35, T-12-N, R-2-W, I. M., Oklahoma County, Oklahoma, in accordance with the plans approved on August 18, 2020.

By acceptance of this permit, the permittee agrees to operate and maintain the facilities in accordance with the "Oklahoma Pollutant Discharge Elimination System Standards - OPDES" (OAC 252:606) rules and to comply with the state certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

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

- 1) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 2) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 3) That no significant information necessary for a proper evaluation of the project has been omitted, or invalid information has been presented in applying for the permit.
- 4) That tests will be conducted as necessary to insure that the construction of the sewer lines will prevent excessive infiltration and that the leakage will not exceed 10 gallons per inch of pipe diameter per mile per day.
- 5) That the Oklahoma Department of Environmental Quality shall be kept informed of occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 6) That the permittee will take steps to assure that the connection of house services to the sewers is done in such a manner that the functioning of the sewers will not be impaired and that earth and ground water will be excluded from the sewers when the connection is completed.
- 7) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.

Page 1 of 2



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT  
Governor

**PERMIT NO.: SL000055200431**

**SEWER LINES**

**FACILITY NO.: S-20541**

**PERMIT TO CONSTRUCT**

- 8) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 9) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 10) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. 2-6-201 *et. seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 11) That all manholes shall be constructed in accordance with the standards for Water Pollution Control Facility Construction (OAC 252:656-5-3), as adopted by the Oklahoma Department of Environmental Quality.
- 12) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Water Pollution Control Facility Construction OAC 252:656-5-4(c)(1) and OAC 252:656-5-4(c)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested using the ASTM air test procedure with no detectable leakage prior to backfilling, in accordance with the standards for Water Pollution Control Facility Construction OAC 252:656-5-4(c)(3).
- 13) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.

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

RBW

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



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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COMPREHENSIVE PLANNER  
Petya Stefanoff, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Christine Brakefield, Building Official  
GIS DIVISION  
Greg Hakman, GIS Coordinator

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TO : Honorable Mayor and Council

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

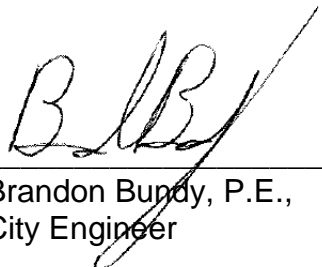
DATE : September 22<sup>nd</sup>, 2020

SUBJECT : Discussion and consideration of the acceptance of and making a matter of record Permit No. WL000055200430 from the State Department of Environmental Quality for a water line extension to serve the City of Midwest City Habitat for Humanity Waterline Extension Project, at approximately 8708 NE 5<sup>th</sup> Street.

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Permit No. WL000055200430 is for the construction of 649 L.F. of six inch (6") water line to serve the City of Midwest City Habitat for Humanity Waterline Extension Project, Midwest City, Oklahoma. Extension is required for developing the property as per Sec. 43-32 of the Midwest City Code of Ordinances.

Staff recommends acceptance as this is consistent with past policy.



---

Brandon Bundy, P.E.,  
City Engineer

Attachment



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT  
Governor

August 18, 2020

Tim Lyon, City Manager  
City of Midwest City  
100 North Midwest Boulevard  
Midwest City, Oklahoma 73110

Re: Permit No.: WL000055200430  
Habitat for Humanity  
Waterline Extension Project  
PWSID No.: 1020806

Dear Mr. Lyon:

Enclosed is Permit No.: WL000055200430 for the construction of approximately 649 L. F. of six (6) inch water line and appurtenances to serve the City of Midwest City Habitat for Humanity Waterline Extension Project, Oklahoma County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on August 18, 2020. Any deviations from the approved plans and specifications affecting capacity, flow, or operation of units must be approved, in writing, by the Department before changes are made.

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

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

Respectfully,

Robert B. Walker  
Construction Permit Section  
Water Quality Division

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

RBW/RC/md

Enclosure

c: Lindsay Flesher, P. E., CEC Infrastructure Solutions  
Travis Mensik, Regional Manager, DEQ  
Oklahoma City DEQ Office





SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT  
Governor

**PERMIT NO.: WL000055200430**

**WATER LINES**

**PWSID NO.: 1020806**

### **PERMIT TO CONSTRUCT**

August 18, 2020

Pursuant to O.S. 27A 2-6-304, the City of Midwest City is hereby granted this Tier I Permit to construct approximately 649 L. F. of six (6) inch water line and appurtenances to serve the City of Midwest City Habitat for Humanity Waterline Extension Project, located in part of NE-1/4, Section 35, T-12-N, R-2-W, I. M., Oklahoma County, Oklahoma, in accordance with the plans approved on August 18, 2020.

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

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

- 1) Based on review of the submitted limited hydraulic information, this water line design is deemed adequate to provide the 2015 International Fire Code (IFC) Appendix B, Table B105.1(1) minimum fire flow of 1,000-gpm for proposed residential housing with a fire surface area of not greater than 3,600-ft.
- 2) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 3) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 4) That no significant information necessary for a proper evaluation of the project has been omitted, or invalid information has been presented in applying for the permit.
- 5) That the Oklahoma Department of Environmental Quality shall be kept informed on occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 6) That before placing this facility into service, at least two samples of the water, taken on different days, shall be tested for bacteria to show that it is safe for drinking purposes.
- 7) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.

Page 1 of 2



SCOTT A. THOMPSON  
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT  
Governor

**PERMIT NO.: WL000055200430**

**WATER LINES**

**PWSID NO.: 1020806**

**PERMIT TO CONSTRUCT**

- 8) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 9) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 10) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. Section 2-6-201 *et seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 11) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.
- 12) That whenever plastic pipe is approved and used for potable water, it shall bear the seal of the National Sanitation Foundation and meet the appropriate commercial standards.
- 13) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Public Water Supply Construction Standards OAC 252:626-19-2(h)(1) and OAC 252:626-19-2(h)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested to the highest pressure obtainable under the most severe head conditions of the collection system prior to backfilling.

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

RBW

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



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

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TO : Honorable Mayor and Council

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

DATE : September 22<sup>nd</sup>, 2020

SUBJECT : Discussion and consideration of approving a federal aid programming resolution for inclusion into the FFY 2022-2025 Transportation Improvement Plan for a project known as "Signal Upgrade Phase 4; Improving multiple signals at various locations throughout the city."

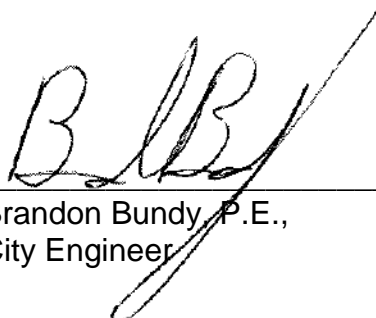
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The accompanying programming resolution is required in order to have the referenced project considered in the Association of Central Oklahoma Governments update of the FFY 2022-2025 four year Transportation Improvement Plan (TIP). All projects that apply for federal aid funding must be programmed in this manner. Programming a project does not guarantee the project will be funded since it competes with projects submitted by other entities across the metropolitan area.

This project qualifies as a safety project which provides 100% federal funding for construction, estimated as \$764,000

No City funds are obligated at this time. However, if the project is funded, the City will be obligated to hire a design consultant to prepare plans. Project selection is scheduled for January 2021.

Staff recommends acceptance as this is consistent with past policy



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Brandon Bundy, P.E.,  
City Engineer

Attachment



**RESOLUTION  
PROGRAMMING SURFACE TRANSPORTATION BLOCK GRANT  
URBANIZED AREA (STBG-UZA) PROJECT**

**WHEREAS**, Surface Transportation Block Grant Program funds for urbanized areas have been made available for transportation improvements within the Oklahoma City Urban Area, and

**WHEREAS**, The City of Midwest City (City) has selected a project described as follows: Signal Upgrade Phase 4; Improving multiple signals at various locations throughout the city, and

**WHEREAS**, the engineer's preliminary estimate of cost is \$764,000.00, and Federal participation under the terms of the *Fixing America's Surface Transportation (FAST) Act* relating to Surface Transportation Block Grant Program Urbanized Area (STBG-UZA) funds is hereby requested for funding 100% of the project cost, and

**WHEREAS**, no City funds are committed by this action, and

**WHEREAS**, the City has the required matching funds available and further agrees to deposit matching funds by separate agreement with the Oklahoma Department of Transportation (ODOT) prior to advertising of the project for bid by ODOT, and

**WHEREAS**, the City understands that all projects which receive funding through the STBG-UZA program, cannot exceed the engineering estimate (plus inflation) amount stated. Any project cost overruns will be borne by the sponsoring City, and

**WHEREAS**, the City will select a design consultant qualified and licensed in the state of Oklahoma to furnish engineering services in the preparation of detailed plans, specifications and estimates, and

**WHEREAS**, the City agrees to provide for satisfactory maintenance after completion, and to furnish the necessary right-of-way clear and unobstructed, and

**WHEREAS**, the City agrees, as a condition to receiving any Federal financial assistance from the Department of Transportation, that it will 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, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, "Nondiscrimination of Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964", and

**WHEREAS**, The City assures that no qualified person with a disability shall, solely by reasons of their disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity administered by the City, and

**WHEREAS**, the City further understands that acceptance of this resolution by the Association of Central Oklahoma Governments (ACOG) and the Oklahoma Department of Transportation is not a commitment to Federal funding, but only registers the City's interest and intent in participating in the program application process.

**NOW, THEREFORE, BE IT RESOLVED:**

That ACOG is hereby requested to consider this project as a candidate for Federal funding, and to submit same to the Oklahoma Department of Transportation for its approval;

**ADOPTED** by the City Council of Midwest City and **SIGNED** by the Mayor this 22<sup>nd</sup> day of September, 2020.

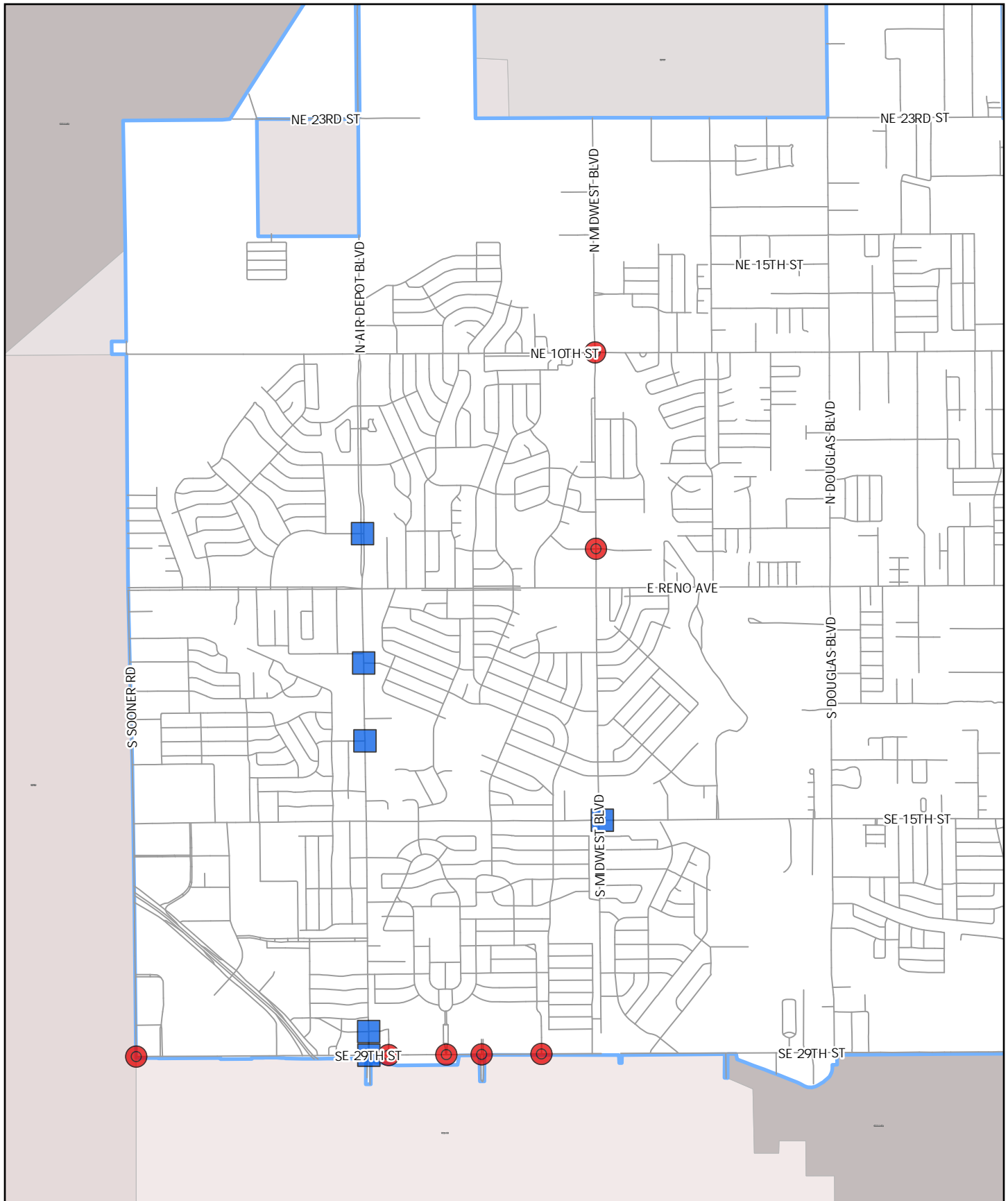
ATTEST:



\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

Approved as to form and legality

\_\_\_\_\_  
City Attorney



-  Phase 4
-  Phase 5

1 in = 3,000 ft  
when printed actual size  
on 8-1/2" x 11" 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  
Brandon Bundy, P.E., City Engineer  
CURRENT PLANNING DIVISION  
Kellie Gilles, Manager  
COMPREHENSIVE PLANNER  
Petya Stefanoff, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Christine Brakefield, Building Official  
GIS DIVISION  
Greg Hakman, GIS Coordinator

---

TO : Honorable Mayor and Council

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

DATE : September 22<sup>nd</sup>, 2020

SUBJECT : Discussion and consideration of approving a federal aid programming resolution for inclusion into the FFY 2022-2025 Transportation Improvement Plan for a project to resurface Midwest Boulevard from SE 29<sup>th</sup> Street to NE 10<sup>th</sup> Street for a total cost of \$3,773,584.90 with the City's matching share of \$943,396.23.

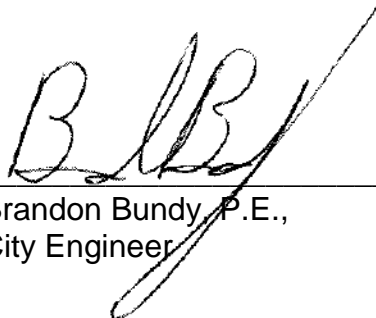
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The accompanying programming resolution is required in order to have the referenced project considered in the Association of Central Oklahoma Governments update of the FFY 2022-2025 four year Transportation Improvement Plan (TIP). All projects that apply for federal aid funding must be programmed in this manner. Programming a project does not guarantee the project will be funded since it competes with projects submitted by other entities across the metropolitan area.

- 80% Federal Funds: \$3,773,584.90
- 20% Local Match: \$943,396.23
- Estimated total cost - \$4,716,981.13

No City funds are obligated at this time. However, if the project is funded, the City will be obligated to fund the local match. The design consultant for this particular project has already been budgeted. Project selection is scheduled for January 2021.

Staff recommends acceptance as this is consistent with past policy



---

Brandon Bundy, P.E.,  
City Engineer

Attachment

**RESOLUTION  
PROGRAMMING SURFACE TRANSPORTATION BLOCK GRANT  
URBANIZED AREA (STBG-UZA) PROJECT**

**WHEREAS**, Surface Transportation Block Grant Program funds for urbanized areas have been made available for transportation improvements within the Oklahoma City Urban Area, and

**WHEREAS**, The City of Midwest City (City) has selected a project described as follows: Resurfacing of Midwest Boulevard SE 29<sup>th</sup> Street to NE 10<sup>th</sup> Street, and

**WHEREAS**, the engineer's preliminary estimate of cost is \$4,716,981.13, and Federal participation under the terms of the *Fixing America's Surface Transportation (FAST) Act* relating to Surface Transportation Block Grant Program Urbanized Area (STBG-UZA) funds is hereby requested for funding 80% of the project cost, which is estimated at \$3,773,584.90, and

**WHEREAS**, the City proposes to use the Capital Improvements Project Fund as the source(s) of funds for the local match, which is estimated at-\$943,396.23, and

**WHEREAS**, no City funds are committed by this action, and

**WHEREAS**, the City has the required matching funds available and further agrees to deposit matching funds by separate agreement with the Oklahoma Department of Transportation (ODOT) prior to advertising of the project for bid by ODOT, and

**WHEREAS**, the City understands that all projects which receive funding through the STBG-UZA program, cannot exceed the engineering estimate (plus inflation) amount stated. Any project cost overruns will be borne by the sponsoring City, and

**WHEREAS**, the City will select a design consultant qualified and licensed in the state of Oklahoma to furnish engineering services in the preparation of detailed plans, specifications and estimates, and

**WHEREAS**, the City agrees to provide for satisfactory maintenance after completion, and to furnish the necessary right-of-way clear and unobstructed, and

**WHEREAS**, the City agrees, as a condition to receiving any Federal financial assistance from the Department of Transportation, that it will 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, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, "Nondiscrimination of Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964", and

**WHEREAS**, The City assures that no qualified person with a disability shall, solely by reasons of their disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity administered by the City, and

**WHEREAS**, the City further understands that acceptance of this resolution by the Association of Central Oklahoma Governments (ACOG) and the Oklahoma Department of Transportation is not a commitment to Federal funding, but only registers the City's interest and intent in participating in the program application process.

**NOW, THEREFORE, BE IT RESOLVED:**

That ACOG is hereby requested to consider this project as a candidate for Federal funding, and to submit same to the Oklahoma Department of Transportation for its approval;

**ADOPTED** by the City Council of Midwest City and **SIGNED** by the Mayor this 22<sup>nd</sup> day of September, 2020.

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

Approved as to form and legality

\_\_\_\_\_  
City Attorney



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CITY of MIDWEST CITY  
COMMUNITY DEVELOPMENT DEPARTMENT  
ENGINEERING DIVISION

Billy Harless, Community Development Director  
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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 : September 22<sup>nd</sup>, 2020

SUBJECT : Discussion and consideration of entering into and approving an Agreement for Professional Services with Poe and Associates, Inc. in the amount of \$165,033 to prepare plans for resurfacing Midwest Boulevard from SE 29<sup>th</sup> Street to NE 10<sup>th</sup> Street. Additional services of \$76,334 are provided in the agreement if requested and warranted in the design.

---


The City has negotiated with Poe and Associates, Inc. to prepare plans for resurfacing Midwest Boulevard from SE 29<sup>th</sup> Street to NE 10<sup>th</sup> Street. The three miles of roadway are identified as the next federal-aid project. Included in the basic scope will be to resurface the roadway and add sidewalk to those sections currently missing. This agreement is set up in two phases:

- Phase 1 is to assist the City in applying for federal funds by developing a detailed cost estimate and preparing a pavement assessment. These items will be used to apply for federal funding through ACOG.
- Phase 2 will enact after federal funds are secured for the project. This will involve survey and design of the project. The prepared plans will be reviewed before being bid and inspected by ODOT.

Additional services of \$76,334 are included in the agreement where it may be feasible by design and construction budget; to expand the scope to replace a pedestrian bridge in Pecan Grove and/or constructing an underpass under the existing Midwest Boulevard Soldier Creek Bridge.

This contract will be funded with already budgeted funds in project #092104. I am available for any additional questions.

Staff recommends approval.



---

Brandon Bundy, P.E.,  
City Engineer

Attachment



**AGREEMENT  
BETWEEN  
OWNER AND ENGINEER  
FOR  
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT made as of \_\_\_\_\_, 2020 between CITY OF MIDWEST CITY (OWNER) and POE & ASSOCIATES, INC. (ENGINEER).

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows: Midwest Boulevard Pavement Resurfacing, SE 29<sup>th</sup> Street to NE 10<sup>th</sup> Street, Project Number JP 33345(04) ("PROJECT"). Professional engineering services, as selected by the Owner, is described in the attached Exhibit "A", Scope of Services.

Engineer's Services under this Agreement are generally identified as follows:

Pavement assessment and plans, specifications and estimates (PS&E) for rehabilitation of pavement, sidewalks and modifications to pedestrian traffic signals along Midwest Boulevard in Midwest City from SE 29<sup>th</sup> Street to NE 10<sup>th</sup> Street. Project will be split into 2 phases as follows:

Phase 1 – Pavement Assessment and Estimate

Phase 2 – Plans, Specifications and Estimates (PS&E)

Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 7.01 and 7.02.
  
- B. Engineer shall complete its obligations within a reasonable time. Specific periods of time for rendering services, or specific dates by which services are to be completed, are provided in Exhibit A, and are hereby agreed to be reasonable. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's services is impaired, or Engineer's services are delayed or suspended, then the time for completion of Engineer's services shall be adjusted equitably.

2.01 *Payment Procedures*

- A. Invoices: Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.
  
- B. Disputed Invoices: If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

### 3.01 *Termination*

A. The obligation to continue performance under this Agreement may be terminated:

1. For cause,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
- b. By Engineer:
  - i. upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
  - ii. upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.

Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.

- c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B, the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by other, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not assume responsibility for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work, including lack of adherence to safe site practices.
- C. This Agreement is to be governed by the laws of the state of Oklahoma.
- D. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor. Engineer is not responsible for variations between actual construction bids or costs and Engineer's opinions or estimates regarding construction costs.
- E. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by Engineer.

- F. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.
- G. To the fullest extent permitted by law, Owner and Engineer waive against each other, and the other's employees, officers, directors, agents, insurers, partners and consultants, any and all claims for or entitlement to special, incidental, indirect or consequential damages arising out of, resulting from, or in any way related to the Project except in the case of gross misconduct or negligence.
- H. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.
- I. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

#### 6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument executed by both parties.

7.01 Compensation for Basic Services

A. Owner shall pay Engineer for Basic Services – Lump Sum method of payment as follows:

1. Phase 1 – Pavement Assessment and Estimates	\$16,138.00
2. Phase 2 – Plans, Specifications and Estimates (PS&E)	
a. Survey (Poe and Associates)	\$50,822.00
b. PS&E Plans (Poe and Associates)	\$44,766.00
c. Pedestrian Bridge Assessment (Poe and Associates)	\$7,786.00
d. Pedestrian Underpass Assessment (Poe and Associates)	\$6,352.00
e. Utility Coordination (Poe and Associates)	\$4,601.00
f. Environmental and Permit Support to ODOT (Poe and Assoc.)	\$1,892.00
g. Meetings (Poe and Associates)	\$5,676.00
h. Geotechnical Engineering (Terracon)	\$13,000.00
i. Traffic / Pedestrian Signal Modification Plans (Lee Engineering)	\$14,000.00
Total Phase 1 & 2:	\$165,033.00

B. Appropriate amounts have been incorporated in the Lump Sum to account for labor costs, overhead, profit, expenses and Consultant charges.

C. The portion of Lump sum amount billed for Engineer's services will be based upon Engineer's estimate of percentage of the total services actually completed during the billing period.

7.02 Additional Services: The following additional tasks may be added as needed and as agreed by Owner and Engineer.

A. Pedestrian Bridge Construction Plans	\$64,718.00
B. Pedestrian Underpass Construction Plans	\$11,616.00

Any additional services may be added as needed as agreed upon by Owner and Engineer. Construction services may be provided by the Engineer at hourly rates current at the time of request for services.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

OWNER:

ENGINEER:

\_\_\_\_\_

POE & ASSOCIATES, INC.

Attest

 9/14/2000 Vice Pres.  
 \_\_\_\_\_ Asst. Sec. 9/15/2000

Address for giving notice:

Address for giving notice:

\_\_\_\_\_

1601 Northwest Expressway, Ste. 400

\_\_\_\_\_

Oklahoma City, OK 73118

## CITY OF MIDWEST CITY

### Midwest Boulevard Pavement Resurfacing - JP 33345(04) SE 29<sup>th</sup> Street to NE 10<sup>th</sup> Street

#### **EXHIBIT "A"** **SCOPE OF SERVICES**

#### **BACKGROUND / INTRODUCTION**

The City of Midwest City desires to make roadway, drainage, and sidewalk improvements along Midwest Boulevard from SE 29<sup>th</sup> Street to NE 10<sup>th</sup> Street. The project will provide a new pavement surface, provide sidewalk connectivity for the three miles of Midwest Boulevard from SE 29<sup>th</sup> Street to NE 10<sup>th</sup> Street, and improve Americans with Disabilities Act (ADA) accommodations as needed throughout the corridor.

Poe and Associates (Consultant) proposes the following scope of services detailing roadway and drainage engineering services, geotechnical engineering, pavement assessment, survey, traffic/pedestrian signal modifications, and Plans, Specifications and Estimates (PS&E) design plans to be submitted through Oklahoma Department of Transportation (ODOT) Local Government. Additionally, two assessments will be conducted to determine 1) feasibility of a trail under the existing bridge over Soldier Creek, and 2) feasibility of replacing the existing pedestrian bridge over Soldier Creek located in the southeast corner of the NE 10<sup>th</sup> Street.

Design of the project will be broken into 2 phases as follows:

#### Phase 1 – Pavement Assessment and Estimate:

- Pavement assessment
- Proposed improvement detailed cost estimates to be provided to the City of Midwest City for STBG funding
- Phase 1 tasks to be completed by October 22, 2020

#### Phase 2 – Plans, Specifications and Estimates (PS&E):

- Survey of corridor
- Geotechnical pavement investigation and recommended pavement design
- Roadway and Sidewalk Rehabilitation Design
- Pedestrian traffic signal modification at National Avenue and at NE 10<sup>th</sup> Street
- Drainage Improvements west side of Midwest Blvd near 921 N. Leisure Dr.
- Drainage improvements west side of Midwest Blvd near 1417 S. Midwest Blvd.
- Bridge assessment of the existing pedestrian bridge over Soldier Creek
- Feasibility study of installing a pedestrian crossing under Midwest Boulevard at Soldier Creek
- Utility Coordination
- Environmental and permitting support to ODOT

## **PHASE 1**

### **PAVEMENT ASSESSMENT**

Consultant will perform a visual pavement distress evaluation using MicroPaver PCI Distress Methodology for three approximately one-mile segments of Midwest Boulevard, excluding the concrete pavement intersections at SE 15th Street, Reno Avenue and NE 10th Street intersections. Consultant will provide a brief description summarizing overall pavement condition and a tabular summary of Pavement Condition Index (PCI) data for each mile segment.

### **DETAILED COST ESTIMATE**

Consultant will provide a detailed cost estimate for recommended improvements including: pavement rehabilitation of full mill and overlay, crack repair and pavement patching; repair of existing damaged sidewalk and curb and gutter; installation of new sidewalk along corridor; installation of drainage improvements near 921 N. Leisure Drive and 1417 S. Midwest Blvd., and ADA improvements at National Avenue and NE 10th Street intersections. To develop this cost estimate, a full desktop study, accompanied by an in-depth site walkthrough will be performed. During the walkthrough, all areas of repair and improvements will be identified and quantified. This cost estimate will be used to prepare the application for Surface Transportation Block Grants (STBG). The application will be prepared by the City of Midwest City.

## **PHASE 2**

### **SURVEY**

Upon confirmation of funds for construction and notice to proceed, Consultant will provide field survey required for design of the project. Survey will include the Midwest Boulevard corridor from SE 29<sup>th</sup> Street to NE 10<sup>th</sup> Street within City of Midwest City right-of-way, incorporating survey of sidewalks, driveways, curbs, crowns of road, and other features in the public right-of-way between existing right-of-way lines. Additional survey areas include area to west of Midwest Boulevard to Givens Drive for new sidewalk, area defined as 100-foot west of Midwest Boulevard centerline, from SE 15<sup>th</sup> Street to Railroad right-of-way, Leisure Drive tie into Midwest Boulevard, and Soldier Creek in the vicinity of NE 10<sup>th</sup> Street, including pedestrian bridge, trails approaching the bridge, and vertical clearance of Soldier Creek under Midwest Boulevard.

Utility owners will be requested to mark utilities only where drainage improvements are anticipated as well as at the bridge over Soldier Creek.

Survey will include plotting existing right-of-way and existing easements from plats furnished by City of Midwest City. Scope includes only plat information furnished by the City of Midwest City or readily available on-line and does not include courthouse research.

This scope includes 3 parcels for acquisition as needed. Legal descriptions for 3 parcels will be developed for the City of Midwest City's acquisition process. Additional parcels necessary for the project will be considered additional services.

## **GEOTECHNICAL INVESTIGATION**

Consultant's subconsultant will take cores of existing pavement along the corridor and test native subgrade at base of each soil sample. A geotechnical report will be prepared with core locations, existing pavement and subgrade data, and recommendations for pavement typical section and subgrade preparation. Consultant will utilize this information to develop best typical sections for detailed design.

Geotechnical investigation will include 3-foot depth cores through pavement at approximately 15 locations at 1000-foot intervals staggered between northbound and southbound lanes, lab testing, pavement recommendations, and engineering analysis and report.

## **ROADWAY DESIGN**

Using the gathered survey and geotechnical information, the Consultant will develop a set of construction plans for the roadway rehabilitation, sidewalk, ADA improvements and drainage improvements. The roadway typical section will match the existing layout of a four-lane curb and gutter section. The Consultant will prepare the Final P.S. & E. package along with 30%, 60%, 65% (Final Right-of-way/NEPA submittal), and 90% submittals according to ODOT Local Government requirements.

The ADA improvements at National Avenue and NE 10<sup>th</sup> Street and drainage improvements near 921 N. Leisure Drive and 1417 South Midwest Blvd will be included within the Final P.S. & E. package.

The following types of roadway plan sheets are anticipated to be required:

- Title Sheet
- Typical Sections
- Survey Data Sheets
- Summary of Pay Quantities
- Pay and Construction Notes
- Quantity Summary Sheets
- Stormwater Management Plan
- Drainage Map
- Plan Sheets (assume 9 sheets which will include erosion control, removals, and surfacing)
- Drainage Plan and Profile Sheets (Assume 2 sheets)
- Intersection Detail Sheet (at National Ave. and at NE 10<sup>th</sup> Street)
- Special Details (i.e. bus shelter pads and sidewalk connection near 1254 Givens Drive)
- Sequence of Construction with Detailed Construction Traffic Control
- Striping Plan

Construction inspection and construction engineering are not included in this scope, however engineering during construction may be requested for the hourly rates indicated on the fee estimate.

## **TRAFFIC / PEDESTRIAN SIGNAL MODIFICATIONS**

Consultant's subconsultant will develop plans to address traffic and pedestrian signal modifications at the National Avenue and NE 10<sup>th</sup> Street intersections. Modifications may be made to signal heads, pedestrian push buttons, pedestal poles, pedestrian push button stations, traffic signal controller



cabinet, electrical service, intersection pavement markings, ground boxes, conduit, signal cables and conductor wiring.

### **PEDESTRIAN BRIDGE FEASIBILITY STUDY**

Consultant will perform a hands-on inspection of the existing pedestrian bridge over Soldier Creek located on east side of Midwest Boulevard, south of NE 10<sup>th</sup> Street to assess its condition and functionality. Consultant will prepare a bridge assessment report containing existing conditions of the bridge and proposed alternatives and associated estimates of cost for repairs and/or replacement.

Construction plans for improvements to the pedestrian bridge are not included in this scope, however Consultant will develop construction plans as additional services if requested. See PEDESTRIAN BRIDGE CONSTRUCTION PLANS (ADDITIONAL SERVICES) section below.

### **PEDESTRIAN UNDERPASS FEASIBILITY STUDY**

Consultant will assess the existing Soldier Creek channel under the Midwest Boulevard bridge to check the feasibility of installing a pedestrian underpass. The vertical clearance under the bridge beams and channel characteristics will form the basis for the study. Preliminary channel hydraulics will be analyzed to assess potential maintenance or additional trail protection requirements. The existing utilities in the area will be mapped to define working space to facilitate construction of an ADA compliant crossing and trail. Once the assessment is complete, a report will be produced that will include a conceptual trail plan and profile of potential alternatives and construction cost estimates.

Construction plans for a trail under the Midwest Blvd bridge over Soldier Creek are not included in this scope, however Consultant will develop construction plans as additional services if requested. See PEDESTRIAN UNDERPASS CONSTRUCTION PLANS (ADDITIONAL SERVICES) section below.

### **UTILITY COORDINATION**

An information-only request to CallOkie identified the following 12 utilities within the same quarter sections as the proposed areas of improvement:

- Phillips 66
- MCI
- Oklahoma Natural Gas
- OG&E
- Cox Communications
- Dobson / OneNet
- Sunoco Energy Transfer
- NXUtilities
- Midwest City Water/Sewer/Traffic
- Enerfin/Copano
- MWC Pipeline
- AT&T Distribution

In general, Consultant will coordinate with utility owners to minimize impact to private and public utilities to the extent possible.

Excavation along the existing roadways and sidewalks is not expected to exceed approximately one foot, therefore impacts to utilities or utility relocations are not anticipated in these areas. Coordination with utilities in these areas will be limited to sending plans to utility owners for their information.

Excavation for drainage improvements however may impact private or public utilities, therefore utility coordination in these areas will be conducted. Coordination for these areas will include the following:

- Identify contact persons for each utility owner
- Send copies of plans directly to utility owners which may cross any segment alignment or be in the vicinity of construction
- Through the correspondence outlined above, as-built locations of utility plans will be requested. Utility owners will be requested to mark utilities in these areas.
- One utility coordination meeting will be held to assist utility owners in relocating impacted facilities.
- Obtain correspondence from utilities identified on the Call Okie ticket indicating no impact anticipated.
- Coordinate utility relocation plans submitted by the utility owner

Utility coordination does not include development of design plans for private or municipal-owned facilities. Owner may request utility design from Consultant as additional services outside this scope of work.

## **PERMITS & ENVIRONMENTAL**

This scope of services assumes ODOT will be handling the NEPA (National Environmental Policy Act) clearance for the project as well as the permitting for the project. Consultant's effort will be limited to support of ODOT's environmental and permit effort for the project including the following:

- 404 Permit – if 404 permit is required, Consultant will provide ODOT an estimate of the impacts to Waters of the US. Preparation of 404 permit and studies in support of the 404 permitting are not included in this scope.
- DEQ Stormwater Permit (OKR10) Notice of Intent – Consultant will prepare the Notice of Intent (OKR10 Addendum B) for ODOT's permitting effort. Preparation of the SWP3 (Stormwater Pollution Prevention Plan) is not included in this scope.

## **PEDESTRIAN BRIDGE CONSTRUCTION PLANS (ADDITIONAL SERVICES)**

Based on the findings in the feasibility study, the Consultant will prepare P.S.& E. construction plans for the pedestrian bridge. It is anticipated that a complete bridge reconstruction is more feasible than rehabilitation of the existing structure. The Consultant will design a pedestrian bridge to replace the existing bridge with a longer span than current bridge. The structure is anticipated being a prefabricated pedestrian structure. The Consultant will design the abutments and sidewalk approaches meeting all standard design specifications. Design loading will be for pedestrian traffic and H-10 truck.

Geotechnical investigations will be required at the proposed abutment locations, one boring at each abutment. Geotechnical services are not included in this scope and will be considered additional services.

Hydraulic analysis of the bridge and channel is not included in this scope of services and may be necessary depending on assessment findings. Hydraulic analysis if needed will be considered additional services.

### **PEDESTRIAN UNDERPASS CONSTRUCTION PLANS (ADDITIONAL SERVICES)**

If an underpass is feasible, construction plans would include the following:

- Trail typical section
- Wall details for concrete and steel reinforcement
- Plan and profile sheet for underpass and connecting trail
- Quantities and estimate

It is assumed pedestrian underpass plans will be submitted with the pavement rehabilitation and sidewalk plan package. Effort for additional plan sheets may be needed if bid separately.

### **SERVICES NOT INCLUDED IN SCOPE**

- Meetings outside of review meetings indicated in the scope and fee schedule
- Right-of-Way appraisal or acquisition
- NEPA (National Environmental Policy Act) clearance other than support listed in this scope
- Construction Inspection Services

### **CONSULTANT DELIVERABLES**

- Detailed Cost Estimate for STBG funding
- Pavement Assessment Report with PCI for Corridor
- Pedestrian Bridge Feasibility Study
- Pedestrian Crossing Feasibility Study
- ROW exhibits and plans
- 30%, 60%, 65%, 90% Submittals and Final PS&E
- Pre-Bid Meeting Attendance
- Bid Letting Review and Recommendations
- CADD files of project improvements (DWG format)

### **CLIENT DELIVERABLES**

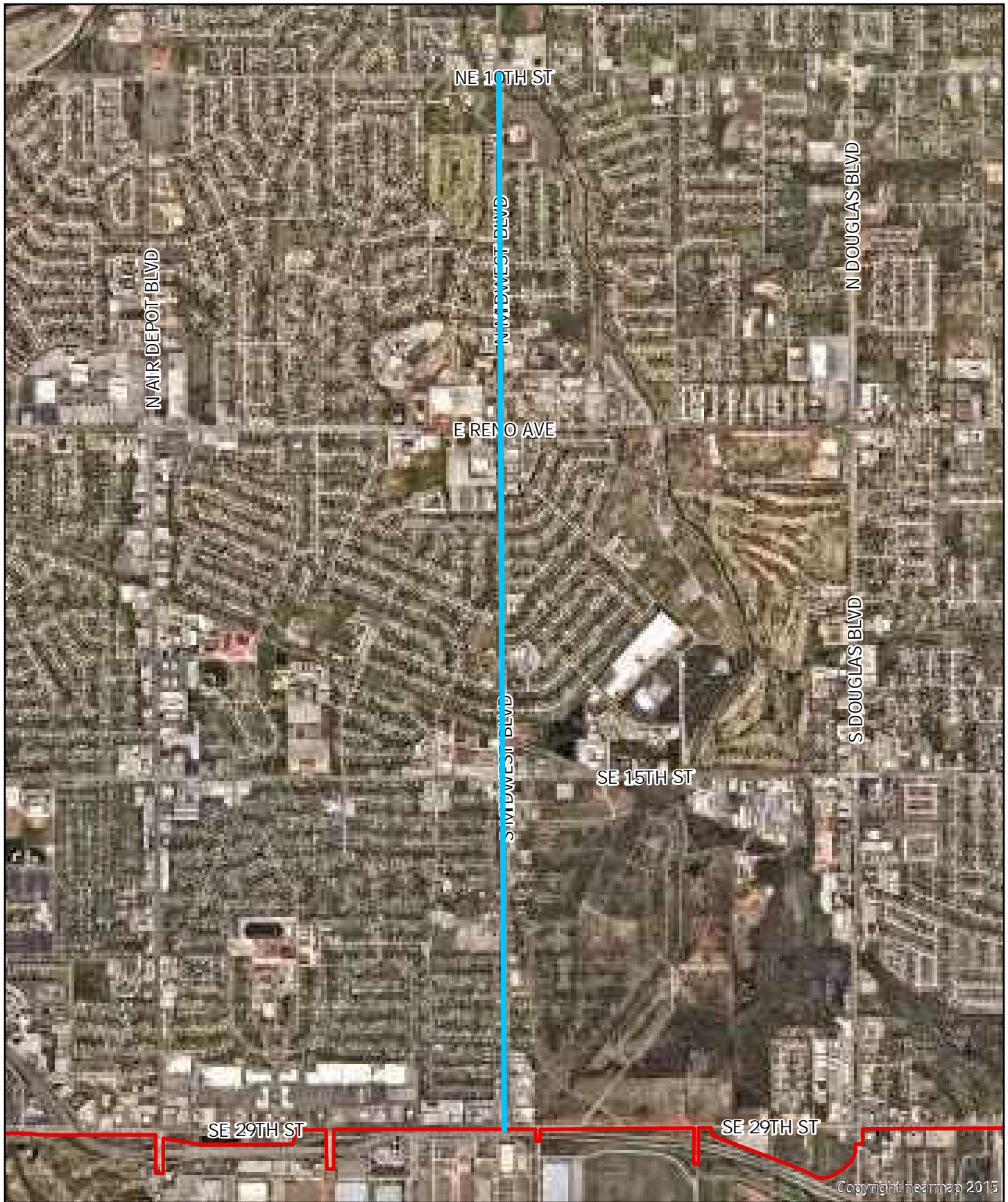
- Existing Easements and Plats along design corridor
- Standard bus shelter plan for concrete foundation

### **MEETINGS, MILESTONES AND DELIVERABLES**

Meetings with the City of Midwest City include the following: 30% ODOT Plan Review, 60% ODOT Plan Review, One Utility Coordination Meeting, and 90% ODOT Plan Review. A post-funding

confirmation on-site meeting is also anticipated to review the expected improvements along the corridor. In addition, there will be monthly project update reports and conference calls, as needed. Project meetings, milestones and deliverables will be as follows:

- Notice to Proceed – Phase 1 Services September 23<sup>rd</sup> 2020
- ACOG Funding Package Submittal Date October 23<sup>rd</sup> 2020
- Funding Confirmed, Notice to Proceed, Phase 2 January 2021
- 30% Submittal June 2021
- Pedestrian Bridge and Crossing Feasibility Studies June 2021
- 60% Submittal September 2021
- 65% Final Right of Way Plan Submittal October 2021
- 90% Submittal December 2021
- Final P, S & E February 2022



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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  
CURRENT PLANNING DIVISION  
Kellie Gilles, Manager  
COMPREHENSIVE PLANNER  
Petya Stefanoff, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Christine Brakefield, Building Official  
GIS DIVISION  
Greg Hakman, GIS Coordinator

---

TO : Honorable Mayor and Council

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

DATE : September 22<sup>nd</sup>, 2020

SUBJECT : Discussion and consideration of approving a federal aid programming resolution for inclusion into the FFY 2022-2025 Transportation Improvement Plan for a project to resurface Post Road from Reno Avenue to NE 10<sup>th</sup> Street for a total cost of \$597,100.00, with City's match of \$119,420.00..

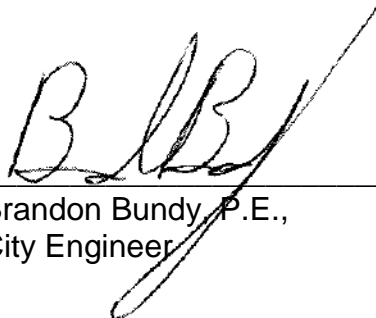
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The accompanying programming resolution is required in order to have the referenced project considered in the Association of Central Oklahoma Governments update of the FFY 2022-2025 four year Transportation Improvement Plan (TIP). All projects that apply for federal aid funding must be programmed in this manner. Programming a project does not guarantee the project will be funded since it competes with projects submitted by other entities across the metropolitan area.

- 80% Federal Funds: \$477,680
- 20% Local Match: \$119,420
- Estimated total cost - \$597,100

No City funds are obligated at this time. However, if the project is funded, the City will be obligated to fund the local match and to hire a design consultant to prepare plans. Project selection is scheduled for January 2021.

Staff recommends acceptance as this is consistent with past policy



---

Brandon Bundy, P.E.,  
City Engineer

Attachment

**RESOLUTION  
PROGRAMMING SURFACE TRANSPORTATION BLOCK GRANT  
URBANIZED AREA (STBG-UZA) PROJECT**

**WHEREAS**, Surface Transportation Block Grant Program funds for urbanized areas have been made available for transportation improvements within the Oklahoma City Urban Area, and

**WHEREAS**, The City of Midwest City (City) has selected a project described as follows: Resurfacing of Post Road; Reno Avenue to NE 10<sup>th</sup> Street, and

**WHEREAS**, the engineer's preliminary estimate of cost is \$597,100.00, and Federal participation under the terms of the *Fixing America's Surface Transportation (FAST) Act* relating to Surface Transportation Block Grant Program Urbanized Area (STBG-UZA) funds is hereby requested for funding 80% of the project cost, which is estimated at \$477,680.00, and

**WHEREAS**, the City proposes to use the Capital Improvements Project Fund as the source(s) of funds for the local match, which is estimated at -\$119,420.00, and

**WHEREAS**, no City funds are committed by this action, and

**WHEREAS**, the City has the required matching funds available and further agrees to deposit matching funds by separate agreement with the Oklahoma Department of Transportation (ODOT) prior to advertising of the project for bid by ODOT, and

**WHEREAS**, the City understands that all projects which receive funding through the STBG-UZA program, cannot exceed the engineering estimate (plus inflation) amount stated. Any project cost overruns will be borne by the sponsoring City, and

**WHEREAS**, the City will select a design consultant qualified and licensed in the state of Oklahoma to furnish engineering services in the preparation of detailed plans, specifications and estimates, and

**WHEREAS**, the City agrees to provide for satisfactory maintenance after completion, and to furnish the necessary right-of-way clear and unobstructed, and

**WHEREAS**, the City agrees, as a condition to receiving any Federal financial assistance from the Department of Transportation, that it will 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, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, "Nondiscrimination of Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964", and

**WHEREAS**, The City assures that no qualified person with a disability shall, solely by reasons of their disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity administered by the City, and

**WHEREAS**, the City further understands that acceptance of this resolution by the Association of Central Oklahoma Governments (ACOG) and the Oklahoma Department of Transportation is not a commitment to Federal funding, but only registers the City's interest and intent in participating in the program application process.

**NOW, THEREFORE, BE IT RESOLVED:**

That ACOG is hereby requested to consider this project as a candidate for Federal funding, and to submit same to the Oklahoma Department of Transportation for its approval;

**ADOPTED** by the City Council of Midwest City and **SIGNED** by the Mayor this 22<sup>nd</sup> day of September, 2020.

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

Approved as to form and legality

\_\_\_\_\_  
City Attorney





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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  
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 : September 22<sup>nd</sup>, 2020

SUBJECT : Discussion and consideration of approving a federal aid programming resolution for inclusion into the FFY 2022-2025 Transportation Improvement Plan for a project known as "Signal Upgrade Phase 5; Improving multiple signals at various locations throughout the city."

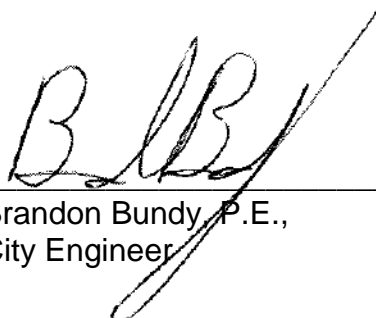
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The accompanying programming resolution is required in order to have the referenced project considered in the Association of Central Oklahoma Governments update of the FFY 2022-2025 four year Transportation Improvement Plan (TIP). All projects that apply for federal aid funding must be programmed in this manner. Programming a project does not guarantee the project will be funded since it competes with projects submitted by other entities across the metropolitan area.

This project qualifies as a safety project which provides 100% federal funding for construction, estimated as \$744,000

No City funds are obligated at this time. However, if the project is funded, the City will be obligated to hire a design consultant to prepare plans. Project selection is scheduled for January 2021.

Staff recommends acceptance as this is consistent with past policy



---

Brandon Bundy, P.E.,  
City Engineer

Attachment

**RESOLUTION  
PROGRAMMING SURFACE TRANSPORTATION BLOCK GRANT  
URBANIZED AREA (STBG-UZA) PROJECT**

**WHEREAS**, Surface Transportation Block Grant Program funds for urbanized areas have been made available for transportation improvements within the Oklahoma City Urban Area, and

**WHEREAS**, The City of Midwest City (City) has selected a project described as follows: Signal Upgrade Phase 5; Improving multiple signals at various locations throughout the city, and

**WHEREAS**, the engineer's preliminary estimate of cost is \$744,000.00, and Federal participation under the terms of the *Fixing America's Surface Transportation (FAST) Act* relating to Surface Transportation Block Grant Program Urbanized Area (STBG-UZA) funds is hereby requested for funding 100% of the project cost, and

**WHEREAS**, no City funds are committed by this action, and

**WHEREAS**, the City has the required matching funds available and further agrees to deposit matching funds by separate agreement with the Oklahoma Department of Transportation (ODOT) prior to advertising of the project for bid by ODOT, and

**WHEREAS**, the City understands that all projects which receive funding through the STBG-UZA program, cannot exceed the engineering estimate (plus inflation) amount stated. Any project cost overruns will be borne by the sponsoring City, and

**WHEREAS**, the City will select a design consultant qualified and licensed in the state of Oklahoma to furnish engineering services in the preparation of detailed plans, specifications and estimates, and

**WHEREAS**, the City agrees to provide for satisfactory maintenance after completion, and to furnish the necessary right-of-way clear and unobstructed, and

**WHEREAS**, the City agrees, as a condition to receiving any Federal financial assistance from the Department of Transportation, that it will 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, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, "Nondiscrimination of Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964", and

**WHEREAS**, The City assures that no qualified person with a disability shall, solely by reasons of their disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity administered by the City, and

**WHEREAS**, the City further understands that acceptance of this resolution by the Association of Central Oklahoma Governments (ACOG) and the Oklahoma Department of Transportation is not a commitment to Federal funding, but only registers the City's interest and intent in participating in the program application process.

**NOW, THEREFORE, BE IT RESOLVED:**

That ACOG is hereby requested to consider this project as a candidate for Federal funding, and to submit same to the Oklahoma Department of Transportation for its approval;

**ADOPTED** by the City Council of Midwest City and **SIGNED** by the Mayor this 22<sup>nd</sup> day of September, 2020.

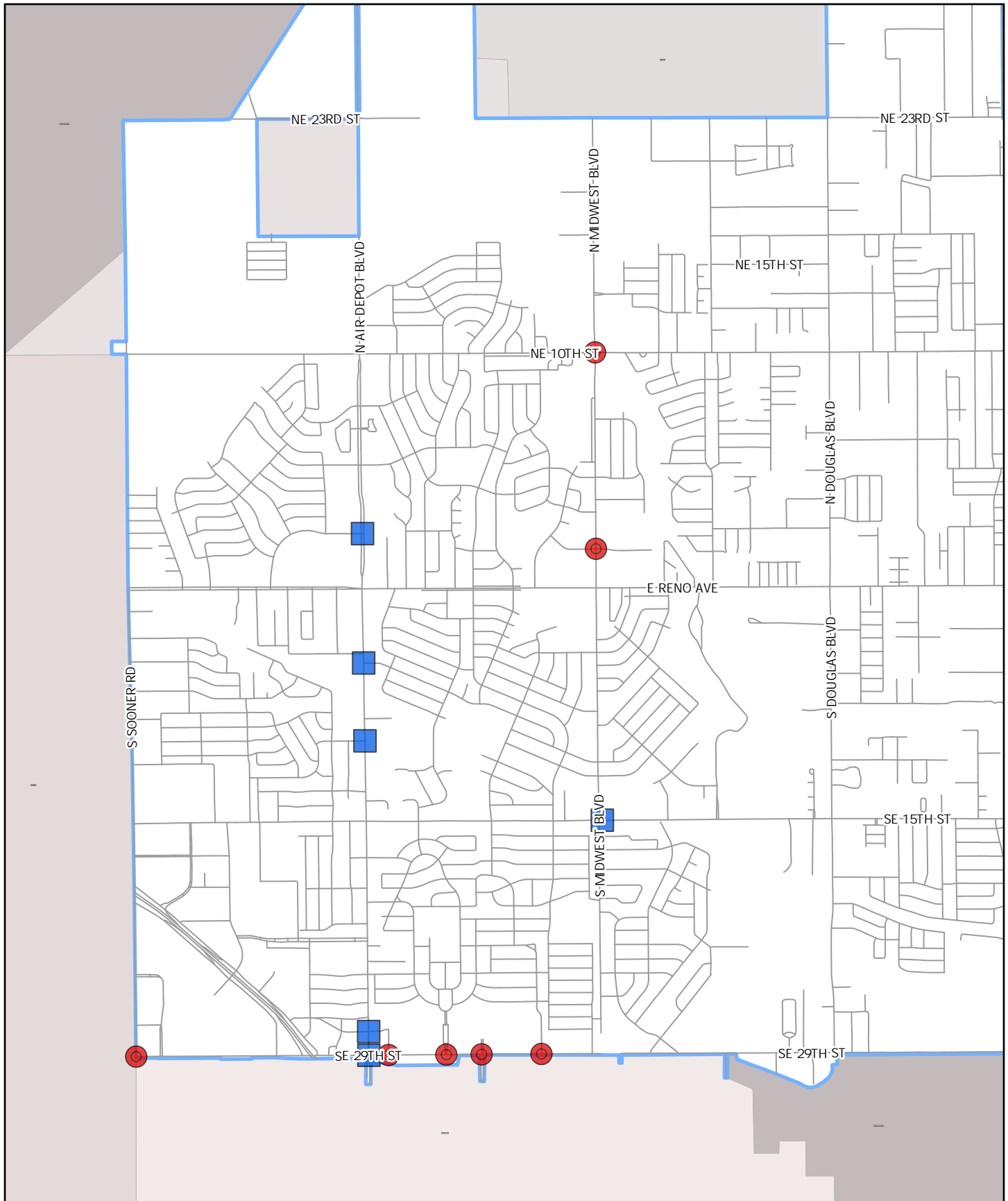
ATTEST:



\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

Approved as to form and legality

\_\_\_\_\_  
City Attorney



-  Phase 4
-  Phase 5

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CITY of MIDWEST CITY  
COMMUNITY DEVELOPMENT DEPARTMENT  
ENGINEERING DIVISION

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

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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 : September 22<sup>nd</sup>, 2020

SUBJECT : Discussion and consideration of approving a federal aid programming resolution for inclusion into the FFY 2022-2025 Transportation Improvement Plan for a project known as "Striping City Wide, Various Locations, Phase 5."

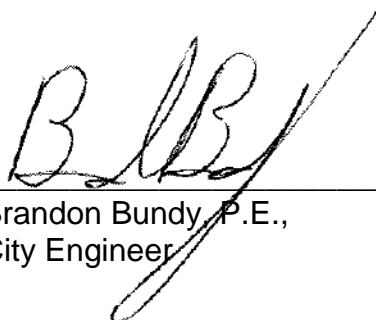
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This project qualifies as a safety project which provides 100% federal funding for construction, estimated as \$300,000

No City funds are obligated at this time. However, if the project is funded, the City will be obligated to hire a design consultant to prepare plans. Project selection is scheduled for January 2021.

Staff recommends acceptance as this is consistent with past policy



---

Brandon Bundy, P.E.,  
City Engineer

Attachment

**RESOLUTION  
PROGRAMMING SURFACE TRANSPORTATION BLOCK GRANT  
URBANIZED AREA (STBG-UZA) PROJECT**

**WHEREAS**, Surface Transportation Block Grant Program funds for urbanized areas have been made available for transportation improvements within the Oklahoma City Urban Area, and

**WHEREAS**, The City of Midwest City (City) has selected a project described as follows: Striping City Wide, Various Locations, Phase 5, and

**WHEREAS**, the engineer's preliminary estimate of cost is \$300,000.00, and Federal participation under the terms of the *Fixing America's Surface Transportation (FAST) Act* relating to Surface Transportation Block Grant Program Urbanized Area (STBG-UZA) funds is hereby requested for funding 100% of the project cost, and

**WHEREAS**, no City funds are committed by this action, and

**WHEREAS**, the City has the required matching funds available and further agrees to deposit matching funds by separate agreement with the Oklahoma Department of Transportation (ODOT) prior to advertising of the project for bid by ODOT, and

**WHEREAS**, the City understands that all projects which receive funding through the STBG-UZA program, cannot exceed the engineering estimate (plus inflation) amount stated. Any project cost overruns will be borne by the sponsoring City, and

**WHEREAS**, the City will select a design consultant qualified and licensed in the state of Oklahoma to furnish engineering services in the preparation of detailed plans, specifications and estimates, and

**WHEREAS**, the City agrees to provide for satisfactory maintenance after completion, and to furnish the necessary right-of-way clear and unobstructed, and

**WHEREAS**, the City agrees, as a condition to receiving any Federal financial assistance from the Department of Transportation, that it will 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, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, "Nondiscrimination of Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964", and

**WHEREAS**, The City assures that no qualified person with a disability shall, solely by reasons of their disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity administered by the City, and

**WHEREAS**, the City further understands that acceptance of this resolution by the Association of Central Oklahoma Governments (ACOG) and the Oklahoma Department of Transportation is not a commitment to Federal funding, but only registers the City's interest and intent in participating in the program application process.

**NOW, THEREFORE, BE IT RESOLVED:**

That ACOG is hereby requested to consider this project as a candidate for Federal funding, and to submit same to the Oklahoma Department of Transportation for its approval;

**ADOPTED** by the City Council of Midwest City and **SIGNED** by the Mayor this 22<sup>nd</sup> day of September, 2020.

ATTEST:

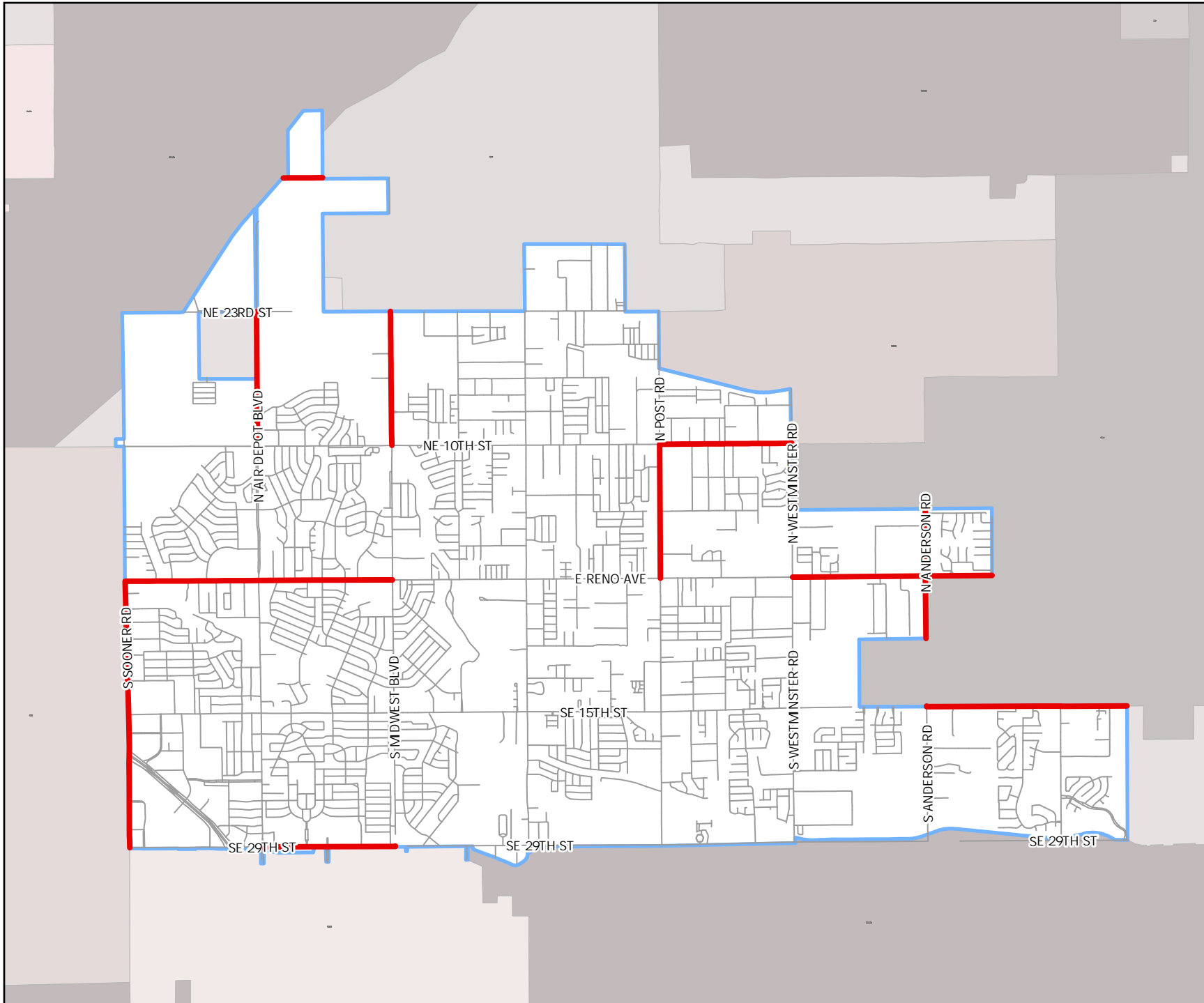
\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

Approved as to form and legality

\_\_\_\_\_  
City Attorney





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Brandon Bundy, P.E., City Engineer

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GIS DIVISION  
Greg Hakman, GIS Coordinator

---

TO : Honorable Mayor and Council

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

DATE : September 22<sup>nd</sup>, 2020

SUBJECT : Discussion and consideration of entering into and approving an Agreement for Professional Services with H.W. Lochner, Inc. in the amount of \$60,700 to prepare a bridge feasibility report for the Crutcho Creek and Kuhlman Creek bridges on SE 29<sup>th</sup> Street.

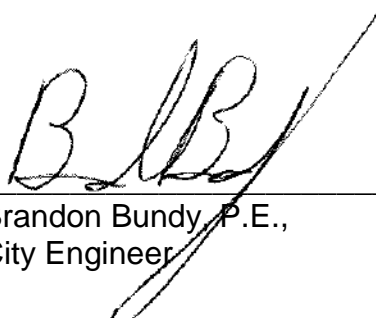
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The City has negotiated with H.W. Lochner to prepare a bridge feasibility report for the Crutcho Creek and Kuhlman Creek bridges on SE 29<sup>th</sup> Street. The identified bridges are eligible for federal funding and at the age to begin consideration of rehabilitation or replacement. This report will include recommendations and a budget which will then be used to pursue funding. Additional scope was included to have discussions with Tinker Air Force Base in terms of a future project.

This contract will be funded with already budgeted funds in project #092107.

I am available for any additional questions.

Staff recommends approval.



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Brandon Bundy, P.E.,  
City Engineer

Attachment

**CITY OF MIDWEST CITY  
H.W. LOCHNER, INC.  
SE 29<sup>TH</sup> STREET BRIDGES  
CRUTCHO (NBI 10001) AND KUHLMAN (NBI 13136) CREEKS  
September 3, 2020**

**Project Scope**

The project intent is to write a feasibility report for the City of Midwest City. The SE 29<sup>th</sup> Street bridges over Crutcho and Kuhlman Creeks have a sufficiency rating below 50 and are eligible for federal funding. These bridges are on a critical arterial for the City of Midwest City and Tinker Air Force Base. The recommended solution will:

- Examine:
  - Existing ROW and utilities (survey grade)
  - Floodplain (mapping grade)
- Determine the cost effectiveness of rehabilitation or reconstruction.
  - Include life expectancy of improvement.
  - Level of Service considerations (i.e. Load Capacity, Low Beam Elevations related to Base Flood Elevation).
- Research the latest construction practices of bridge structures.
- Participate in discussions with Tinker AFB to detail their requirements.
- Examine solutions which consider cost, time of construction, if a detour is required, etc.
- Evaluate the solutions versus the current ACOG STBG scoring criteria.

**Task 1**

Anticipated services include conducting a bridge field investigation and preparing a Bridge Assessment Report.

A hands-on field investigation will be performed on the bridges to document extents of repairs needed. This field investigation will include soundings of exposed and accessible portions of the bridge substructure and deck soffit. Traffic control services will not be required during the field investigation. Required repairs identified during the field investigation will be recorded on the field sketches. Computer generated sketches showing the repair areas will be placed into the Bridge Assessment Report.

Results and findings from the field investigation of the existing bridges and evaluation of options will be presented in the Bridge Assessment Report. A narrative assessment for the structural condition of the existing bridges with photo documentation will be included for reference. The report, certified by an Oklahoma Licensed Professional Engineer, will also include detailed descriptions and preliminary construction cost estimates for each options.

Four (4) potential rehabilitation options will be considered. All other components for the rehabilitation options will have similar repairs to the bridge substructure. It is anticipated the substructure repairs will consist of epoxy crack injection and mortar patching to the abutments and piers. Encapsulation may be necessary for heavily deteriorated areas of the piers.

The four (4) potential rehabilitation options are as follows:

- SE 29<sup>th</sup> Street over Crutch Creek
  - Option 1A: Deck and Beam Patching
  - Option 2A: Superstructure Replacement
  - Option 3A: Bridge Replacement
    - Single span
    - 3-Span
- SE 29<sup>th</sup> Street over Kuhlman Creek
  - Option 1A: Scour Fix and Concrete Patching

All design will be prepared in U.S. customary units and in accordance with the Oklahoma Department of Transportation (ODOT) Standard Specifications for Highway Construction, 2009.

Structural design of any new bridge components will be prepared in accordance with "AASHTO LRFD Bridge Design Specifications", 9<sup>th</sup> Edition and "ANSI / AASHTO / AWS D1.5 Bridge Welding Code".

Roadway transition designs will be prepared in accordance with current City of Midwest City design standards, ODOT design standards, AASHTO "A Policy on Geometric Design of Highways and Streets", 7<sup>th</sup> Edition, and AASHTO Roadside Design Guide, 4<sup>th</sup> Edition.

Design for all permanent or temporary traffic control will be prepared in accordance with current ODOT and AASHTO Manual on Uniform Traffic Control Devices design standards.

Deliverables will include a bridge assessment, including details documenting estimated repair areas and construction estimates. Preparation of construction bid documents will be initiated by a supplement. Deliverables will be in PDF format and electronic which will include any DWG and picture files. Ownership will be with the City.

#### **Services Not Included in Scope of Work**

- Geotechnical investigations
- Construction or right-of-way staking
- Right-of-way plans, legal descriptions or exhibits for required permanent or temporary easements
- Utility coordination and relocation plans
- Environmental studies or reports
- Traffic studies

- Public meetings

**Meetings**

Additional meetings included in the Scope of Services:

- Attend one (1) coordination meeting with Tinker AFB
- Attend one (1) preliminary review meeting with the City of Midwest City

**Compensation**

Compensation for the project shall be as outlined in the contract. Invoicing and payments shall be in accordance with progressive completion payments as outlined in the contract.

The format for the compensation shall be:

Bridge Assessment Report.....	Lump Sum
Survey.....	Lump Sum
Utility Location Fee .....	Lump Sum
(This service is the same as the OKIE One-Call System, USIC. Comprised of Electromagnetic with Passive Inductive Sweeps & GPR, followed by visible surface confirmations. Excludes Potholing.)	

The proposed fee schedule for these services is as follows:

Bridge Assessment Report.....	\$45,160.00
Survey.....	\$13,300.00
Utility Location Fee .....	\$2,240.00
Total Fee.....	\$60,700.00

**Project Schedule**

It is the intent of this Contract that the consulting engineer shall complete the plans in accordance with the following schedule items:

Notice To Proceed.....	September 2020
Submit Preliminary Bridge Assessment Report.....	January 2021
Submit Final Bridge Assessment Report.....	February 2021
Submit Plans for Preliminary Plan Field Review Meeting.....	TBD
Submit Plans for Final Plan Field Review Meeting.....	TBD
Submit Plans for PS&E Package.....	TBD

Authorized by



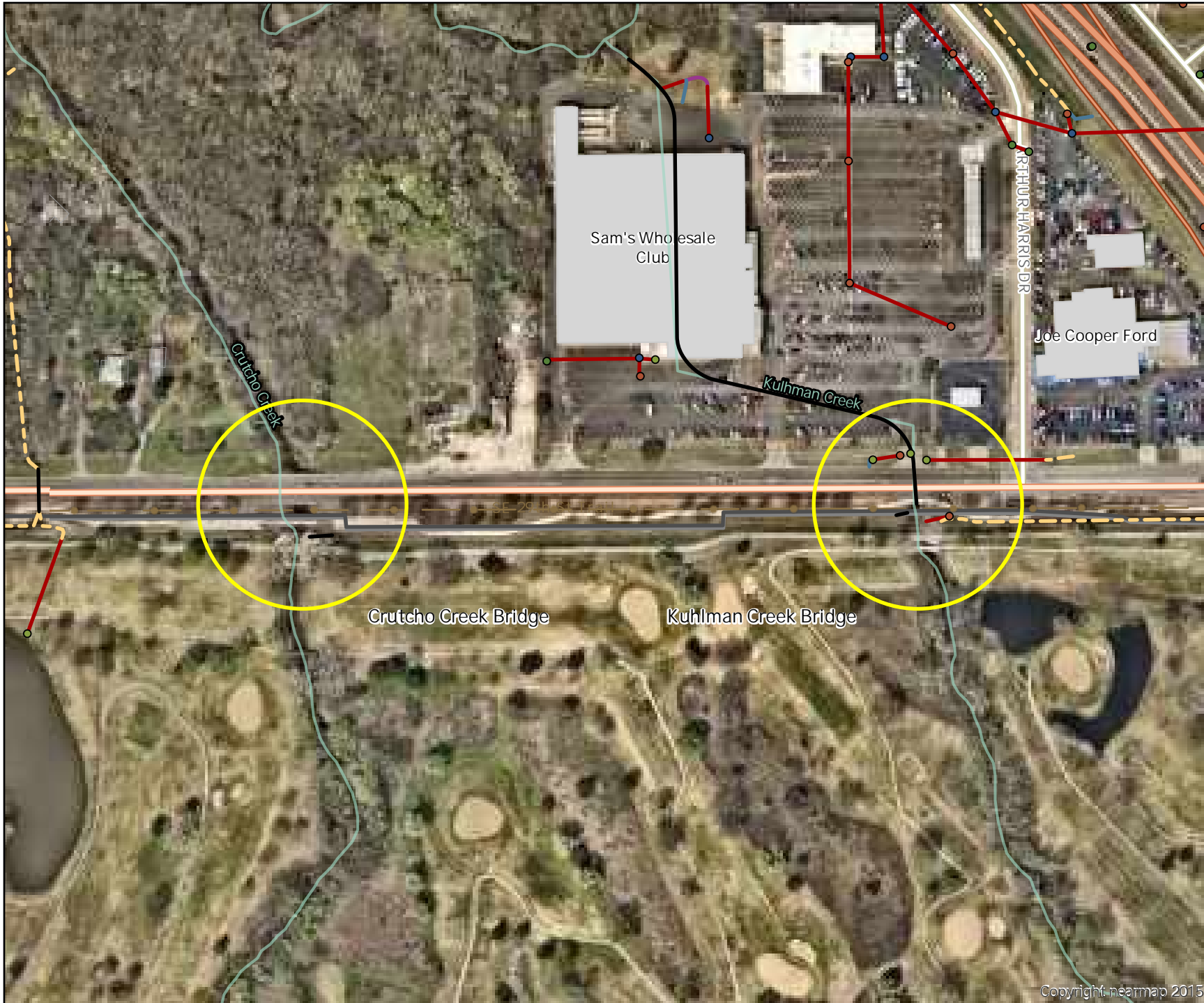
\_\_\_\_\_/Sept. 4, 2020

Troy Travis / Date  
Office Manager/Vice-President  
Lochner

Authorized by

\_\_\_\_\_/

Mayor Matt Dukes / Date  
City of Midwest City



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**Public Works Administration**

**R. Paul Streets, Director**  
[pstreets@midwestcityok.org](mailto:pstreets@midwestcityok.org)  
405-739-1061

**Patrick Menefee, Assistant Director**  
[pmenefee@midwestcityok.org](mailto:pmenefee@midwestcityok.org)  
405-739-1062  
8730 S.E. 15<sup>th</sup> Street,  
Midwest City, Oklahoma 73110

To: Honorable Mayor and Council

From: Patrick Menefee, P.E., Public Works City Engineer

Date: September 22nd, 2020

Subject: Discussion and consideration of accepting maintenance bonds from Jordan Contractors, Inc. in the amount of \$1,050.00, respectively.

The one year maintenance bonds from Jordan Contractors, Inc. are for the water line improvements constructed for the Huntington Apartment Complex located on North Midwest Boulevard.

Acceptance is at the discretion of the council.

Patrick Menefee, P.E.,

Public Works City Engineer

Attachment

**DEVELOPMENT - PAVING, WATER MAINS, STORM AND SANITARY SEWERS**

#87C236398

**MAINTENANCE BOND**

KNOW ALL BY THESE PRESENTS that we, Jordan Contractors, Inc., as Principal, and The Ohio Casualty Insurance Company, as Surety, are held and firmly bound unto the City of Midwest City, Oklahoma, a municipal corporation in the state of Oklahoma, in the full and just sum of \*\*\*One Thousand Fifty & 00/100\*\*\* dollars (\$ 1,050.00 ), such sum being not less than ten percent (10%) of the total contract price to construct or install Tap Main and Install 6" Fire Line & Fire Hydrant, Huntington Apts. N Midwest Blvd. (the "Improvement"), for a period of One (1) years after acceptance of the Improvement by the City Council of the City of Midwest City (the "Maintenance Period"), for the payment of which, well and truly to be made, we, and each of us, bind ourselves, our heirs, executors and assigns, jointly and severally, firmly by these presents:

The conditions of this obligation are such that the Principal has by a certain contract between the Principal and Perfect Piping, LLC, dated the 5th day of July, 2019, agreed to construct or install the Improvement in the city of Midwest City and to maintain the Improvement against any failures due to defective materials or workmanship during the Maintenance Period.

NOW, THEREFORE, if the Principal, during the Maintenance Period, shall maintain the Improvement against any failures due to defective materials or workmanship, then this obligation shall be void; otherwise it shall remain in full force and effect.

It is further agreed that if the Principal or the Surety shall fail to maintain the Improvement against any failures due to defective materials or workmanship for the Maintenance Period, and at any time repairs shall be necessary, that the cost of making the repairs shall be determined by the City Council of the City of Midwest City, or some person or persons designated by them to ascertain the cost of making the repairs. If, upon thirty (30) days notice, the Principal or the Surety do not make the repairs or pay the amount necessary to make the repairs, the amount necessary to make the repairs shall be due upon the expiration of thirty (30) days, and suit may be instituted to obtain the amount necessary to make the repairs and shall be conclusive upon the parties as to the amount due on this bond to make the repairs, and that the cost of all repairs shall be so determined from time to time during the Maintenance Period, as the condition of the Improvement may require.

Signed, sealed and delivered this 15th day of July, 2019.

ATTEST:

Sheila J. Jordan  
Secretary



Jordan Contractors, Inc.  
Principal

By [Signature]

The Ohio Casualty Insurance Company  
Surety

ATTEST:

[Signature]  
~~Secretary~~ Witness

By Wendy Hollen

Wendy Hollen - Attorney-in-Fact

APPROVED as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City Attorney

ACCEPTED by the City Council of the City of Midwest City this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor





This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No. 8200780

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint

Larry D. Bixler, Kyle D. Reser, John L. Biesner, Susanne Casimano, Wendy Hollen, Cody McNeill, W. M. McNeill, John Rogers, Mike Shannon, Lisa Stremman

all of the city of Oklahoma City state of OK each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 25th day of March, 2019.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey, Assistant Secretary

State of PENNSYLVANIA ss
County of MONTGOMERY

On this 25th day of March, 2019 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 15th day of July, 2019.



By: Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.



**Public Works Administration**

**R. Paul Streets, Director**  
[pstreets@midwestcityok.org](mailto:pstreets@midwestcityok.org)  
405-739-1061

**Patrick Menefee, Assistant Director**  
[pmenefee@midwestcityok.org](mailto:pmenefee@midwestcityok.org)  
405-739-1062  
8730 S.E. 15<sup>th</sup> Street,  
Midwest City, Oklahoma 73110

To: Honorable Mayor and Council

From: Patrick Menefee, P.E., Public Works City Engineer

Date: September 22, 2020

Subject: Discussion and consideration of appointing Kim Morphis as Cy Valanejad's replacement for a two-year term to the Midwest City Traffic and Safety Commission.

---

The Traffic and Safety Commission has an upcoming vacancy. The Mayor, via Councilman Rick Favors's recommendation, has nominated Kim Morphis to fill that upcoming position.

In accordance with Section 2.95 of the City of Code of Ordinances, members shall be nominated by the Mayor and confirmed by the City Council.

The Traffic and Safety Commission meets every third Thursday of each month. Members of the Commission serve 2-year terms and are as follows:

Nick Timme (Chairman)	(appointment expires 3-12-21)
Cy Valanejad	(appointment expiring 9-20-20)
Ed Schratwieser	(appointment expires 11-13-20)
Sarah Lingenfelter	(appointment expires 4-09-21)
Jamie Smith	(appointment expires 4-09-21)
Marcus Hayes	(appointment expires 8-22-22)
Shane Barker	(appointment expires 8-22-22)

Action is at the discretion of the Council.

Patrick Menefee, P.E.,  
Public Works City Engineer



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:** September 22, 2020

**Subject:** Discussion and consideration of reappointing Dean Hinton to the Planning Commission for an additional three-year term.

The term of Dean Hinton expired August 11, 2020 and Mr. Hinton wishes to be considered for reappointment.

In accordance with Section 6.2.2(B) of the Zoning Ordinance, the members shall be nominated by the Mayor and confirmed by the City Council.

The Planning Commission meets on the first Tuesday of each month. Members of the Commission serve 3-year terms and are as follows:

Dean Hinton (appointment expired 8/11/20)  
Jess Huskey (appointment expires 3/8/22)  
Russell Smith (appointment expires 1/13/21)  
Dee Collins (appointment expires 3/8/22)  
Jim Smith (appointment expires 8/11/23)  
Jim Campbell (appointment expires 8/11/23)  
Rick Dawkins (appointment expires 9/4/23)

A handwritten signature in black ink, appearing to read "Billy Harless".

Billy Harless, AICP  
Community Development Director

KG



**City of Midwest City Police Department**

100 N. Midwest Boulevard

Midwest City, OK 73110

Office 405.739.1320

Fax 405.739.1398

**Memorandum**

TO: Honorable Mayor and City Council

FROM: Brandon Clabes, Chief of Police

DATE: September 22, 2020

SUBJECT: Discussion and consideration of declaring as surplus the items of found property and seized non-drug evidence on the attached list, and authorizing their disposal through conversion for use by the City of Midwest City, sealed bid or public auction, or destruction in the case of items posing a threat to the general safety of the general public.

---

On August 28, 2020, Case # CP 2020-5, the Court ordered, adjudged and decreed that the Chief of Police of the City of Midwest City, Oklahoma, be authorized at his discretion to sell, convert or dispose of this property.

The Midwest City Police Department requests that you declare the items on the attached lists as surplus and authorize their disposal by conversion for use by the City of Midwest City, sealed bid or auction, or destruction in the case of items posing of having no use or a threat to the general safety of the general public such as firearms.

Auction services are provided to the City by:

1. [www.ebay.com](http://www.ebay.com)
2. [www.govdeals.com](http://www.govdeals.com)
3. [www.pulic-surplus.com](http://www.pulic-surplus.com)
- 4.

Staff recommends approval.

---

Brandon Clabes, Chief of Police

Attachment: Conversion/Surplus List  
Oklahoma County Court Order CP-2020-5



FILED IN DISTRICT COURT  
OKLAHOMA COUNTY

IN THE DISTRICT COURT WITHIN AND FOR OKLAHOMA COUNTY

AUG 28 2020

STATE OF OKLAHOMA

RICK WARREN  
COURT CLERK

37

IN RE: APPLICATION OF CHIEF OF POLICE )  
OF THE CITY OF MIDWEST CITY, ) CP-2020-5  
OKLAHOMA, TO DISPOSE OF CERTAIN )  
PERSONAL PROPERTY )

ORDER


On this 28 day of August, 2020, this matter comes for hearing upon the Application of the Chief of Police of the City of Midwest City for authorization to sell certain abandoned property Applicants appears represented by the Assistant City Attorney for the City of Midwest City, Vicki L. Floyd, with no other appearing. Applicant has demonstrated that the police records clerk and her staff have made a good faith attempt to contact the last known owners of the property by certified mail and other available means, other than those owners of firearms who have a felony conviction and for which return of said firearms is prohibited, and that publication by Notice was given in the local newspaper for Midwest City known as The Beacon on August 18, 2020, (Publisher's Affidavit has not yet been received by counsel but the posting was affirmed by email, attached), and has posted Notice of this Hearing at the locations disclosed in the Affidavit of Posting, making available Exhibit A, for public inspection.

WHEREUPON, the Court having considered the pleadings, statements of counsel, and being fully advised in the premises, finds that the Application should be granted.

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED by this Court that the Chief of Police of the City of Midwest City, Oklahoma be allowed to and is thereby authorized at his discretion to conduct:

- A. The sale of some of the listed property;
- B. The conversion of some of the listed property to use by the City of Midwest City;
- C. The destruction of all property having no use of posing a threat to the general safety of the general public, including but not limited to firearms, weapons or other harmful or hazardous property not deemed useful to the City of Midwest City;

- D. A sale of the property at a public auction for cash to the highest bidder;
- E. A transfer of property to a third-party agent under contract with the governing body of the Chief of Police for sale by Internet or other electronic means, whether such a sale structure or distribution site is within the State of Oklahoma;
- F. A donation of the property having a value of less than Five Hundred Dollars (\$500.00) to a not for profit corporation defined in Title 18 of the Oklahoma Statutes for use by needy families;
- G. To deposit of all listed moneys and any moneys derived from the sale of the property in the Midwest City General Fund; or
- H. By any other means as determined appropriate by the Court, including but not limited to, destruction.

  
Judge of the District Court

Approved as to form:

  
Vicki L. Floyd, OBA #16040  
Assistant City Attorney and City Prosecutor  
City of Midwest City  
100 N. Midwest Blvd.  
Midwest City, OK 73110  
(405) 739-1284 Telephone  
(405) 869-8680 Fax  
[vfloyd@midwestcityok.org](mailto:vfloyd@midwestcityok.org)

**From:** Steven Kizzlar <mustangpublisher@sbcglobal.net>  
**To:** Vicki Floyd <VFloyd@midwestcityok.org>  
**Date:** 8/13/2020 11:19 AM  
**Subject:** Re: MWC Legal notice question

Hi

I will get it in next weeks paper.

Thanks

Sent from my iPhone

CASE #	OFFENSE	DATE R'VD	PROPERTY	SERIAL #	STATUS	OWNER	
15-09602	FOUND PROPERTY	12/6/2015	ALUMINUM DOOR FRAME			UNKNOWN	
16-02299	TRAFFICKING PCP	3/24/2016	SEVERAL SURVEILLANCE CAMERA HAKER 19 IN TV HP LAPTOP			UNKNOWN	
16-03444	POSS CDS	5/3/2016	HP MINI 210 LAPTOP	CNF95069D7		UNKNOWN	
16-04419	TRAFFICKING IN ILLEGAL DRUGS	6/4/2016	SILVER IPAD IN BLUE CASE			WILLIAM ALAN SMITH	UTL
16-06116	LARCENY OF AUTOMOBILE	8/4/2016	MILWAUKEE DRILL BIT SET BUTANE SOLDERING IRON KIT MISC HAND TOOLS GREEN BACKPACK		BURG TOOLS	JADE RUSSELL LUTTS JADE RUSSELL LUTTS JADE RUSSELL LUTTS JADE RUSSELL LUTTS	
17-07132	BURGLARY AUTO	9/27/2017	IPAD KINDLE FIRE	9.90003E+14		UNKNOWN UNKNOWN	
17-08004	CARRY FA AFTER CONVICTION	11/1/2017	AMAZON FIRESTICK			UNKNOWN	
17-08211	IDENTITY THEFT	11/9/2017	SCHWINN 700C GREY BIKE LINSAY QUAD CORE RED LINSAY 10.1 QUAD CORE SILVER CASE FOR TABLET RED LEATHER PINK CASE LINSAY GREEN CASE LINSAY SILVER TABLET CASE LINSAY TABLET F-7XHD			UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN	
18-00693	POSS CDS WITH INTENT	2/1/2018	OIL FIELD DRILL HEAD			UNKNOWN	
18-02352	FOUND PROPERTY	4/10/2018	SAMSUNG TABLET WITH LEATHER CASE	RF2CC0FWZTW		UNKNOWN	
18-02399	LARCENY OF MOTOR VEHICLE	4/12/2018	STEREO EQUIPMENT FISHING POLES AND TACKLE			UNKNOWN UNKNOWN UNKNOWN	
18-02584	FOUND PROPERTY	4/19/2018	AMAZON FIRE TABLET			UNKNOWN	
18-02972	FOUND PROPERTY	5/5/2018	BLACK AND BLUE CD CASE WITH NUMEROUS CD'S PURPLE NINTENDO 3DS DRILLMASTER 7" POLISHER MAKITA XDT11 IMPACT DRILL	374641737 1266621		UNKNOWN UNKNOWN UNKNOWN UNKNOWN	
18-02974	LARCENY MOTOR VEHICLE	5/5/2018	RED DOLLY DISH DVR JVC RECEIVER PIONEER DVD PLAYER SONY AM/FM CASSETTE RECORDER	WBEGMSX3LY6L 167C2434 BGMP010762CC 800352		UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN	
18-03031	FOUND PROPERTY	5/7/2018	BLACK DELL INSPIRON 14 LAPTOP AND POWER CABLE3	29251153550		UNKNOWN	
18-03139	FOUND PROPERTY	5/11/2018	MAGNAVOX MWD 200F DVD PLAYER PAVILLION DV6 LAPTOP	CNF90925H5		UNKNOWN UNKNOWN	
18-03351	ELUDING	5/19/2018	DELL LAPTOP			UNKNOWN	





18-07404	FOUND PROPERTY	10/21/2018	SILVER AP ROYAL OAK OFF SHORE WATCH BLACK AMAZON TABLE T WITH PINK COVER			UNKNOWN UNKNOWN	
18-07953	FOUND PROPERTY	11/11/2018	MICHAEL KORS PURSE X2 WOMANS WALLET X2 NIKE SHOES BOTTLES OF PERFUME MAKEUP OLD NAVY MISC CLOTHING COMFORTER LARGE PILLOWS LOTION PURSE PAIR OF SHOES X4 CANDLES PURSE TAN CARRY BAG EAR RINGS			UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN	
19-00623	LARCENY OF MOTOR VEHICLE	1/2/2019	SILVER LENOVO LAPTOP GOOGLE CHROME LAPTOP ASUS LAPTOP GATEWAY LAPTOP	YD00FHPC NXMQNAA0035393278B7600 DANOCY36295843612M P2487L1003668		UNKNOWN UNKNOWN UNKNOWN UNKNOWN	
19-01059	INTERFERING	2/11/2019	RYOBI 18V CORDLESS DRILL				
19-02541	FOUND PROPERTY	4/12/2019	HP LAPTOP	SCD8457NKZ		UNKNOWN	
19-02922	FOUND PROPERTY	4/30/2019	CRAFTSMAN PLATINUM 7.0 LAWNMOWER	030111M003163		UNKNOWN	
19-03112	FOUND PROPERTY	5/3/2019	PRONTO SURE STEP MOTORIZED WHEELCHAIR			UNKNOWN	
19-04234	FOUND PROPERTY	6/12/2019	7 1/2 INCH CRAFTSMAN CIRCULAR SAW 17 IN KOBALT HAPPER			UNKNOWN UNKNOWN	
19-04877	FOUND PROPERTY	10/10/2018	MISC COINS IN COLLECTABLE CONTAINERS KENNEDY FACED COIN IN CONTAINER KENNEDY MINT COIN IN CONTAINER DWIGHT EISENHOUR IN COLLECTABLE CONTAINER LINCOLN COIN IN CONTAINER WASHINGTON COIN IN CONTAINER JEFFERSON COIN IN CONTAINER			UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN	
19-05385	FOUND PROPERTY	7/28/2019	LEUPOLD SPOTTING SCOPE			UNKNOWN	
19-05459	FOUND PROPERTY	7/31/2019	ACER LAPTOP	NXM8WAA00432407CD26600	UTL	FRANK HORTON	
19-07101	FOUND PROPERTY	10/3/2019	SONY CD/DVD RECEIVER	8116220		UNKNOWN	
19-07669	POSS STOLEN VEHICLE	10/25/1990	CHICAGO ELECTRIC CORDLESS DRILL CENTRAL PNEUMATI AIR NAIL GUN RYOBI CORDLESS DRILL CHICAGO ELECTRIC CORDLESS SAWZALL CHICAGO ELECTRIC CORDED SAWZALL DEWALT TILE CUTTER	363831707 18276DK50508 363831704 374641901 705713		UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN UNKNOWN	
19-07815	FOUND PROPERTY	10/31/2019	PS4 GAME SYSTEM WITH CONTROLLER			BRIAN DARNELL KERNAN	
19-08206	COMPUTER CRIME	11/14/2019	LOUISVILLE SLUGGER ALUMINUM BASEBALL BAT SET OF WILSON GOLF CLUB IRONS			UNKNOWN UNKNOWN	

19-09199	FOUND PROPERTY	12/23/2019	KOBALT POWER DRILL	202		UNKNOWN	
			CRAFTSMAN POWER DRILL	NONE		UNKNOWN	
			RED BAG			UNKNOWN	
20-00504	FOUND PROPERTY	1/23/2020	*(2) 22 INCH FUEL RIM AND SWAMP TIRES			UNKNOWN	
20-00609	FOUND PROPERTY	1/26/2020	HYDRAULIC JACK IN YELLOW BOX			UNKNOWN	

GUN CONVERSION LIST  
Current Property Conversion List

CASE #	OFFENSE	DATE RCVD	PROPERTY	SERIAL #	OWNER	VERIFIED
09-00897	DRUG	2/2/2009	HI POINT .45 CAL	491742	BRADLEY D. VAKILZADEH	CONV FELON
09-10504	DRUG	12/3/2009	TAURUS .38 CAL REVOLVER STALLARD 9MM	VK55905 145524-13	WENDELL MICHELLE GOOSBY WENDELL MICHELLE GOOSBY	CONV FELON CONV FELON
12-04660	HOMICIDE	6/14/2012	GLOCK	CHECK		
12-08712	ATTEMPTED SUICIDE	10/29/2012	RG 38S	FF322877	STEVEN ERIC HAIVALA	UTL CERT LETTER
13-02663	POSS CDS	4/5/2013	RUGER .22	360-21696	DALE LEE DAVIS	DID NOT PICK UP
13-03854	BURGLARY	5/15/2013	HWM .38 CAL REVOLVER	1555957	UNKNOWN	
14-01429	SAFEKEEPING	2/26/2014	HIGH STANDARD DM-101	2404293	JESSIE MAE STONE	DECEASED
14-01828	POSS METH	3/13/2014	MAKAROV 9X18	FD8137	JESSICA NICHOLE RIDER	CONV FELON
14-02775	POSS WEAPON ON SCHOOL PROPERTY	4/17/2014	H&R ..CAL	AN12326	KEVIN LEE CARUTHERS	UTL CERT LETTER
14-06096	ROBBERTY WITH A FIREARM	8/15/2014	9MM		UNKNOWN	
14-06142	ACCIDENT W/INJURY	8/17/2014	BERETTA 21A .22CAL	BCS19439U	VIRGIL L. LOHMAN	UTL 2 LETTERS
14-08083	BURGLARY I	10/21/2014	CARL WALTER P38 9MM	67230	JOHN CONWAY	UTL CERT LETTER
15-00049	CARRY CONCEALED WEAPON	1/3/2015	S&W SW9VE	DWN2551	UNKNOWN	
15-01826	SAFEKEEPING	3/7/2015	ASTRA CADIX REVOLV .22 CAL	112831	JARON BARNARD GREEN	UTL CERT LETTER
15-02377	CARRY FA AFCF	3/26/2015	TITAN .25 CAL	D928672	ANTONIO DION PINKARD	CONV FELON
15-03274	CARRY FA AFCF	4/29/2015	HI POINT	X7226422	JAMOL SHAQOUN COOK	CONV FELON
15-04168	ROBBERY W DANG WEAPON	5/30/2015	LLAMA	533325	UNKNOWN	
15-04862	FOUND PROPERTY	6/23/2015	JIMENEZ ARMS JA NINE	36597	UNKNOWN	
15-06473	CARRY FA AFCF	8/16/2015	HERITAGE ROUGH RIDER REVOLVER	G28782	CHAD STAR TAYLOR	CONV FELON
15-06672	ASSAULT WITH DEADLY WEAPON	8/23/2015	SPRINGFIELD XD-40 COMPACT	MG280769	COURTNEY DEAN DEVEREAUX	UTL CERT RETURNED
15-07975	JUV DISCHARGING FIREARM	10/7/2015	LORCIN L-380	119937	UNKNOWN	
15-08091	POSS SAWED OFF SHOTGUN	10/12/2015	SPESCO	194529	TRENT JOHN AVERY	RELINQUISHED
15-09764	FELONY POINTING A FIREARM	12/12/2015	RG .22 CAL	3NT600130	STEVEN MICHAEL TRILSON	UTL 3 LETTERS
15-10186	POSS FA AFCF	12/30/2015	HI POINT CF380	P816171	JOEL GIBRAN MEDINA JR	CONV FELON
16-00279	ROBBERY	1/12/2016	S&W SW9VE 9MM	DTB3779	UNKNOWN	
16-01060	TRAFFICKING IN ILLEGAL DRUGS	2/9/2016	AMADEO ROSSI .38 SPL	752468	UNKNOWN	
16-01515	CARRY FA AFCF	2/25/2016	HI POINT .45 CAL	X4245390	CHRISTPHER WAYNE ORR	CONV FELON
16-02111	POSS CDS WITH INTENT TO DIST	3/17/2016	GLOCK 23	KFE645	THADDEUS KOHL CROSSER	CONV FELON
16-02164	POSS FA AFCF	3/18/2016	HI POINT C9	P1322427	JOYCE ROZELL SMITH	UTL CERT RETURNED
16-02274	ATTEMPT TO ELUDE	3/23/2016	S&W .38 CAL REVOLVER	BFZ1827	UNKNOWN	
16-03545	REC POSS CONC STOLEN PROPERTY	5/6/2016	WALTHER PK 380	WB028518	JUSTING DALE BARNHILL	CONV FELON
16-03603	LARCENY OF FIREARM	5/8/2016	STOEGER COUGER 8000	T6429-06-A004899	MARQUEZ TERMOND NERO	UTL 2 LETTERS
16-03619	USE OF VEHICLE TO DISCH WEAPON	5/8/2016	ARMINIUS REVOLVER	531611	UNKNOWN	
16-04327	A&B W DEADLY WEAPON	6/1/2016	RUGER 9MM	315-23439	UNKNOWN	
16-04419	TRAFFIC CDS METH	6/4/2016	SPRINGFIELD XDS 45	X5578842	WILLIAM ALAN SMITH	CONV FELON
16-06139	POSS STOLEN PROPERTY	5/3/2016	GLOCK 19	GEM938	UNKNOWN	
			HI POIJNT C9	PT1810722	UNKNOWN	
16-06233	CULTIVATION CDS	8/9/2016	LORCIN L-25 SEMI AUTO	305141	SHAWN MARTIN SCHONS	CONV FELON
16-07242	RECKLESS CONDUCT W FIREARM	9/17/2016	RG RG14 .22 CAL	L782013	ANDRE CALDWELL MICKLES	UTL 2 LETTERS
16-07610	POSS FA AFCF	10/1/2016	GLOCK 27	LYD633	TROY LEE BOYKINS	CONV FELON
16-08609	FOUND PROPERTY	11/10/2016	S&W .38 CAL REVOLVER	50543		
16-09185	PETIT LARCENY CCW	12/5/2016	JIMENEZ .25 AUTO	29228	ANTIONETTE DENISE DAVIS	UTL
16-09568	POSS STOLEN PROPERTY	12/20/2016	GLOCK 43	BAXH220	MICHAEL RAY ROGERS	UTL CERT RETURNED
16-09578	CARRY FA AFCF	12/20/2016	BERETTA 965	646981	BRANDIE DAWN SANDEFUR	CONV FELON

16-09675	BURGLARY RESIDENCE	12/24/2016	STAR 9MM	SMB06487	WILLIAM DEVON JEFFERSON	CONV FELON
17-00224	REC/POSS/CONC STOLEN PROPERTY	1/11/2017	TAURUS MILLENNIUM PT111 G2	TJR42997	UNKNOWN	
17-00249	POSS CDS	1/11/2017	HI POINT 9MM	P1787433	UNKNOWN	
17-00469	TRAFFIC ILLEG DRUGS METH	1/20/2017	S&W BODYGUARD .380	KBH6792	MELISSA DIAN HACKNEY	CONV FELON
			RAIKAL .380	BTM7038	DENATH CLAYTON GAUL	CONV FELON
17-00744	POSS PARA	1/30/2017	RUGER BLACKHAWK .44 CAL	BH8372454	COREY ROBERT SELBE	CONV FELON
17-01116	DRIVING UNDER THE INFLUENCE OF ALCO	2/12/2017	S&W M&P	MPY4327	AUSTIN TYLER KELLY	UTL 2 LETTERS
17-01161	BRINGING CDS IN JAIL	2/14/2017	JIMENEZ ARMS .380	207052	UNKNOWN	
17-01307	POINTING FIREARM AT ANOTHER	2/19/2017	TAURUS PT145	NCV85305	DRAKE SHAMUS NOJIMA	CONV FELON
17-02391	BURG II RES	4/3/2017	SIG SAUER	58B024620	UNKNOWN	
17-02508	FOUND PROPERTY	4/6/2017	FIE .32 CAL DERRINGER	506810	RHONDA MARIE TATE	SURRENDERED
17-02740	POSS CDS METH	4/15/2017	SENTINEL .22 CAL REVOLVER	1411464	UNKNOWN	
17-03721	CARRY FIREARM AFCF	5/21/2017	COLT OFFICIAL POLICE REVOLVER	860210	DEREK DEWAYNE HOLDER	CONV FELON
17-04188	RECKLESS CONDUCT W FIREARM	6/6/2017	TAURUS PT-25	15215Z	TERREL JQUAN MAYES	CONV FELON
17-04312	POSS FA AFCF	6/10/2017	S&W M&P .380	KBX6320	MIRAQUEL RASHAAN BUTTERFIELD	CONV FELON
			GUARDIAN FIE .25 CAL	G7008980	CHRISTIAN DAVONTAE STRIDE	JUV CCW
17-04466	POSS CDS METH	6/16/2017	S&W 380	RAD9059	JUSTIN DWAYNE DRAKE	CONV FELON
17-04932	CCW	7/3/2017	WALTHER PPK 9MM	202162	UNKNOWN	
17-05268	CARRY FA AFCF	7/17/2017	HASKELL JS-45	18879	JEFFREY LEE FINKELSON	CONV FELON
17-05497	POSS STLN MOTOR VEHICLE	7/25/2017	RUGER 9MM	318-34144	BRIAN OLIVER JONES	CONV FELON
17-05501	POSS CONTROLLED SUBSTANXCE	7/26/2017	RUGER .380	37622892	UNKNOWN	
17-05530	CARRY FA AFCF	7/27/2017	DIAMOND BACK .380	ZE8090	UNKNOWN	
			S&W M&P .22 CAL	MP072871	UNKNOWN	
			DAVIS .380	AP067062	UNKNOWN	
17-05650	FOUND PROPERTY	7/31/2017	PAVONA WITNESS-P 9MM	MT21923	UNKNOWN	
17-05869	CARRY FA AFCF	8/10/2017	RUGER .22 CALSEMI AUTO	1179374	THOMAS JAMES HARDING	CONV FELON
17-05875	A&B W/ DEADLY WEAPON	8/10/2017	.38 CAL RG	R092606	MARKEON DAVIS	CONV FELON
17-06124	CARRY FA AFCF	8/20/2017	GLOCK 27	BXB880	HIRAM DAWUD MAHMOUD	CONV FELON
17-06686	REC STOLEN PROPERTY	9/10/2017	JIMENEZ ARMS .380	93517	UNKNOWN	
			TAURUS 9MM MILLENIUM PT111 G2	TIR49262	JOSE RAMON CHAIREZ	UTL CERT LETTER
17-06895	ACCIDENTAL SHOOTING	9/18/2017	TAURUS .38 SPCL	EI84619	UNKNOWN	
17-07004	DUI CARRY FA	9/22/2017	S&W MODEL 66	4K63827	JIRRON GLASPER MINOR	UTL CERT LETTER
17-07050	POSS FA AFCF	9/24/2017	HI POINT JHP	X4260309	QUINTON DANIEL CARSON	CONV FELON
17-07059	POSS CONTROLLED SUBSTANXCE	9/25/2017	JENNINGS .25 CAL	11538	UNKNOWN	
17-07137	BURG II AUTO	9/27/2017	S&W .38 REVOLVER	D478138	CHRISTOPHER JAY BRONSON	CONV FELON
17-08004	CARRY FA AFCF	11/1/2017	.22 CAL REVOLVER	142877	DANYLE DEWAYNE MORRIS	CONV FELON
17-08184	FORGERY	11/8/2017	S&W SD40VE	HFP5364	SEAN MICHAEL HENRY	UTL CERT LETTER
17-09226	POSS FA AFCF	12/21/2017	MARLIN 30-30	17141344	MICHAEL JOHN RAY	CONV FELON
			NEW HAVEN .22 RIFLE	22SHVLLR	MICHAEL JOHN RAY	CONV FELON
18-00193	ELUDING A POLICE OFFICER	1/9/2018	COBRA FS380	FS115727	DENATH CLAYTON GAUL	CONV FELON
18-00665	CARRY FA AFCF	1/30/2018	SCCY CPX-2 9MM	392421	DOMINIQUE DEQUEAN KING	CONV FELON
18-01279	DIST CONTROLLED SUBST	2/28/2018	CLERKE 22 CAL REVOLVER	40864	TYLER RAY HOLDEN	CONV FELON
18-01348	SUICIDE	3/2/2018	TITAN TIGER .38 SPL	857125	TONY J DUNAWAY	DECEASED UTL FAM
18-01425	UNATTENDED DEATH	3/5/2018	LORCIN .25 CAL	232326	SHERIKA DION COLEMAN	UTL CERT LETTER
18-01835	POSS CDS WITH INTENT	3/21/2018	BERETTA .380	922113	DAKOTA EMBERSON	CONV FELON
18-02013	POSS FA AFCF	3/28/2018	TAURUS .380	1D134040	HAYDEN WILLIAM MARRS III	CONV FELON
18-02362	CARRY FA AFCF	4/10/2018	S&W IMM M&P	HAP5165	ARGENTRY LYLES	CONV FELON
18-02399	LARCENY OF MOTOR VEHICLE	4/12/2018	TAURUS MILLENIUM G2 9MM	TKR95460	UNKNOWN	
18-02557	CCW	4/19/2018	S&W .38 SPL	CCT7728	UNKNOWN	
18-02815	CARRY FA AFCF	4/29/2018	SIG SAUER 1911	54B034002	UNKNOWN	
			S&W .38 SPCL	310445	UNKNOWN	
18-03525	FOUND PROPERTY	5/25/2018	HI POINT C9	P177792	LARRY D PARKS	UTL 2 LETTERS
18-03648	POSS CONTROLLED SUBSTANCE	5/30/2018	HUNTER .22 CAL REVOLVER	23267	DYLAN MICHAEL GRAY	CONV FELON
18-03734	CARRY FA AFCF	6/2/2018	SKYY CPX-1	15657	CODY WESTON PANTER	CONV FELON
18-03753	CARRY CONCEALED WEAPON	6/2/2018	PARA 1911	K035863	JOHN BRYANT PHILLIPS	CONV FELON

		SILVER REVOLVER NON FUNCTION	UNK	JOHN BRYANT PHILLIPS	CONV FELON	
		SILVER REVOLVER NON FUNCTION	UNK	JOHN BRYANT PHILLIPS	CONV FELON	
18-03843	RECKLESS CONDUCT WITH FIREARM	6/6/2018	BRYCO ARMS JENNINGS J22	UNK	ISAIAH MICHAEL RAY BROWN	CONV FELON
18-03864	SEARCH WARRANT	6/7/2018	DAVIS P-32	P156874	RAJOHN JERMAINE BROWN	CONV FELON
18--03918	POSS STOLEN PROPERTY	6/8/2018	RUGER P-89	304-84656	KIONTAE LEWAYNE PARKER	CONV FELON
18--03956	POSS FA AFCF	6/10/2018	HI POINT C9	P1253757	PAUL MORENO	CONV FELON
18-04908	DRIVING UNDER SUSPENSION	7/16/2018	SIG SAUER SP2022	24B266324	UNKNOWN	
18-05001	A&B W DEADDLY WEAPON	7/19/2018	RUGER LC95	329-55441	UNKNOWN	
			GLOCK 19 9MM	BETD605	UNKNOWN	
			RG 14 .22 CLR	L664390	UNKNOWN	
18-05195	SHOOTING WITH INTENT	7/26/2018	HI POINT .45 CAL JHP	468198	UNKNOWN	
18-05342	FOUND PROPERTY	7/31/2018	JENNINGS J-22	565872	UNKNOWN	
18-05793	CCW	8/17/2018	RUGER P95DC	312-39992	UNKNOWN	
18-06393	DUI / CARRY FA AFCF	9/10/2018	S&W .38 SPECIAL	DDB6617	ROBERT TRAE COLYER	CONV FELON
18-06660	SUICIDE	9/20/2018	TAURUS REVOLVER	FH63121	LARRY ALLEN SMITH	UTL CERT LETTER
18-06682	FOUND PROPERTY	9/21/2018	S&W .38 SPL	532J83	UNKNOWN	
18-06737	CARRY FA AFCF	9/23/2018	PHOENIX ARMS .25 CAL	3142756	JERMAINE DESHAUYNE RAINES	CONV FELON
18-07272	REC STOLEN PROPERTY	10/16/2018	NAA 22	E115527	UNKNOWN	
18-07310	TRAFFICKING IN ILLEGAL DRUGS	10/10/2018	GLOCK 42 .380	AMBT594	UNKNOWN	
			UNK REVOLVER	286100	UNKNOWN	
18-07417	POSS OF FIREARM AFCF	10/21/2018	HI POINT .380	P8032371	JOHN ROAKE HELLSTERN	CONV FELON
18-07461	FOUND PROPERTY	10/23/2018	JIMENEZ ARMS J.A. NINE	169579	UNKNOWN	
18-07764	FOUND PROPERTY	11/3/2018	NAA 5 SHOT DERRINGER .22 CAL	L181669	UNKNOWN	
18-07992	STOLEN MOTOR VEHICLE	11/13/2018	KELTEC P3AT .380	K2B78	AMY MARIE BENEDICT	UTL CERT LETTER
18-08069	FOUND PROPERTY	11/15/18	BERETTA TOMCAT .32 AUTO	DAA438726	UNKNOWN	
18-08097	FOUND PROPERTY	11/16/2018	REMINGTON M1911A .45 CAL	1745698	UNKNOWN	
18-08153	DUI	11/18/2018	GLOCK 17 9MM	HF704	DUSTIN SCOTT BARROW	FIREARMS DISCLAIMER
18-08208	STOLEN VEHICLE RECOVERY	11/21/2018	TITAN TIGER .38 SPL	46608	UNKNOWN	
18-08253	FOUND PROPERTY	11/23/2018	S&W SEMI AUTO	Z012304	UNKNOWN	
18-09049	BURGLARY II	12/23/2018	TAURUS PT738 .380	19020B	DANIEL WAYNE HEDRICK	CONV FELON
18-09073	RESISTING W AND OFFICER	12/24/2018	HI POINT 9MM	P10030235	DELWYN WYNDELL CEASER	CONV FELON
18-09083	FOUND PROPERTY	12/24/2018	SPRINGFIELD XD 9MM	GM920613	UNKNOWN	
19-00397	RECKLESS CONDUCT W FA	1/16/2019	HANDGUN	12N25876	CARSON ADLER SPIVA	FIREARMS DISCLAIMER
19-00675	CARRY FA AFCF	1/26/2019	S&W M&P .40 CAL	HBN9157	DY JON DE MARIO CLARK	CONV FELON
19-00679	CCW	1/27/2019	S&W .38 SPL REVOLVER	CHZ6126	CHARLES ALBERT HAMILTON	UTL CERT RETURNED
19-00750	POSS STOLEN PROPERTY	1/29/2019	COLT .380	101248	UNKNOWN	
19-00930	FOUND PROPERTY	2/6/2019	RG .38 SPEC REVOLVER	315403	UNKNOWN	
			BRUNI 8MM FLANK FIRING PISTOL		UNKNOWN	
19-01159	CCW	2/14/2019	TAURUS 9MM	FILED OFF	BARBARA ANN WATKINS	CONV FELON
19-01300	FOUND PROPERTY	2/20/2019	BERETTA U22 NEOS	R69064	UNKNOWN	
19-01412	SUICIDE	2/24/2019	S&W M&P .380	KCN6320	JEFFREY L CLARK	UTL CERT RETURNED
19-01593	OWNER SURRENDER	3/5/2019	NORINCO MODEL 213 9MM PISTOL	UNKNOWN	JOE WAYNE BEETON	SURRENDERED
19-01932	REC CONC STOLEN PROPERTY	3/20/2019	JIMENEZ ARMS J.A. 380	307301	AMANDA LYN HUGHES	UTL CERT RETURNED
19-02416	FOUND PROPERTY	4/8/2019	S&W M&P 9	HLV5152	UNKNOWN	
19-02577	DISCHARGING A FIREARM	4/14/2019	GLOCK 22	VBP967	UNKNOWN	
19-02650	TRANSPORTING LOADED FA	4/16/2019	JIMINEZ 22 CAL	SN1150386	STEWART ALAN DOYLE	FIREARMS DISCLAIMER
19--02973	POSS STOLEN PROPERTY	4/29/2019	RUGER P345	665-04005	DAMONSCOTT HINKLE	UTL CERT RETURNED
19-03258	DISCHARGING A FIREARM	5/8/2019	ROSSI .357 REVOLVER	BW696898	UNKNOWN	
19-04004	POSS STOLEN PROPERTY	6/4/2019	GLOCK 19 9MM	BGZY777	UNKNOWN	
19-04175	DEFACED SERIAL NUMBER	6/10/2019	HIPPOINT 9MM	DEFACED	HUNTER SULLIVAN	DEFACED SERIAL #
19-04352	SUICIDE	6/16/2019	S&W 38 SPL	DJM9260	KEVIN MICHAEL DUBAY	DECEASED
19-04362	CCW	6/17/2019	S&W M&P 9MM	HWS1362	UNKNOWN	
19-04585	CCW	6/26/2019	S&W M&P SHIELD	BS6748	KRISTIAN PARKER PHILLIPS	CONV FELON
19-05347	FOUND PROPERTY	7/26/2019	RUGER MKII .22 CAL PISTOL	22204236	UNKNOWN	
19-05608	DUS	8/7/2019	SCCY CPX-1	282055	TERRY GENE BROWN	CONV FELON
			HI POINT JHP	X419148	EDDY WAYNE CURREY JR	CONV FELON

19-06015	FOUND PROPERTY	8/23/2019	SCCY CPX-2 9MM HG	461315	UNKNOWN	
19-06114	POSS MJ	8/26/2019	TAURUS PT24/77 PRO 9MM	TER28401	LEBRAUN MARQUISE BROWN	CONV FELON
19-06198	FOUND PROPERTY	8/30/2019	HI POINT .45 AUTO	424129	UNKNOWN	
19-06865	FOUND PROPERTY	9/24/2019	LORCIN L380	35447	UNKNOWN	
19-07340	DISCHARGING A FIREARM	10/12/19	S&W m&P SHIELD	HWJ9348	UNKNOWN	
19-07902	FOUND PROPERTY	11/3/2019	RG 25 CAL	U007513	UNKNOWN	
19-08089	FOUND PROPERTY	11/10/2019	HI POINT .45 AUTO	X4132678	UNKNOWN	

**LONG GUNS**

06-06572	SHOOTING	8/4/2006	REMINGTON 1100 WINCHESTER 1200	N454694V L2039600	UNKNOWN UNKNOWN	SAWED OFF
14-04829	SEARCH WARRANT	7/2/2014	REMINGTON SPARTAN 12 GA	05064417R	UNKNOWN	
14-05973	POSS FA IN COMMISSION OF FELONY	8/11/2014	H&K MODEL 416 .22 CAL RIFLE	WHO11443	DNETTE LYNN HAYNES	UTL CERT RETURNED
14-06096	ROBBERY WITH A FIREARM	8/15/2014	PINK RIFLE RIFLE		UNKNOWN UNKNOWN	
15-08091	POSS SAWED OFF SHOTGUN	10/12/2015	SPESCO SHOTGUN	194529	TRENT JOHN AVERY	FAMILY SURRENDERED
16-01060	TRAFFICKING IN ILLEGAL DRUGS	2/9/2016	DTI 5.56 RIFLE	S020850	UNKNOWN	
16-02164	POSS FA AFCF	3/18/2016	MOSSBERG 500A	PRE 1968	JOYCE ROZELL SMITH	UTL CERT RETURNED
16-04792	RECOVERED STOLEN VEHICLE	6/19/2016	ROSSI 410 SHOTGUN	3.09367E+13	UNKNOWN	
16-09578	CARRY FA AFCF	12/20/2016	GSG 5 RIFLE	A325010	BRIAN A QUAILS	UTL CERT RETURNED
16-09644	ACCIDENTAL SHOOTING	12/23/2016	WESTERNFIELD 12 GA SHOTGUN	M550ABD	JOSHUA RYAN BARRETT	UTL RETURNED LETT
17-05641	SUICIDE	7/31/2017	ESCORT 12 GA	418318	JAMES CIULLA	CONVERT PER DET
18-00691	TRAFFICKING IN ILLEGAL DRUGS	2/1/2018	MARLIN 9MM RIFLE	13802168	UNKNOWN	
18-01835	POSS CDS WITH INTENT	3/21/2018	H&R PARDNER 12 GA	NZ857913	DAKOTA EMBERSON	CONV FELON
18-03292	CCW	5/17/2018	MARLIN 22 CAL RIFLE SAWED OFF	4154845	AUSTIN JEREMIAH HILL	SAWED OFF
18-03648	POSS CONTROLLED SUBSTANCE	5/30/2018	HARR/RICHARDSON 16 GUAGE	2876576	DYLAN MICHAEL GRAY	CONV FELON
18-03753	CCW	6/2/2018	MAVERICK MODEL 88 SHOTGUN	UNK	JOHN BRYANT PHILLIPS	CONV FELON
18-03864	SEARCH WARRANT	6/7/2018	REMINGTON 870 12 GA NON FUNC	S021135V	RAJOHN JERMAINE BROWN	CONV FELON
18-04263	ENDANGERING OTHERS WHILE ELUDING	6/21/2018	SAVAGE .22 CAL RIFLE	5149	UNKNOWN	
18-04983	LARCENY AUTO AIRCRAFT OR OTHER MV	7/18/2018	HOBAN .22 CAL RIFLE	PRE 1968	UNKNOWN	
18-05260	ALTERATION OF FA SERIAL NUMBER	7/28/2018	NEW HAVEN 12 GA	NONE	TOMMY JOE VENTRRRIS JR	ALTERED SN
18-07310	TRAFFICKING IN ILLEGAL DRUGS	10/10/2018	RUGER 10/22 RIFLE	0008-56815	JOSHUA LEE HUDSON	CONV FELON
18-08097	FOUND PROPERTY	11/16/2018	RUGER 10/22 RIFLE	252-73419	UNKNOWN	
18-08208	STOLEN VEHICLE RECOVERY	11/21/2018	WINCHESTER 300 WIN SURPLUS AMMO AND ARMS AR-15	M72153201 SA23407	UNKNOWN UNKNOWN	
19-00456	CARRY FA AFCF	1/18/2019	GLENFIELD 60 .22 CAL	73151373	MICHAEL WAYNE TABOR	CONV FELON
19-05192	SUICIDE	7/21/2019	BROLIN ARMS 12 GA SHOTGUN	9904340	HENKEL CHARLES LEE	FAMILY RELINQUISHED
19-05608	DUS	8/7/2019	BOLT ACTION .22 RIFLE PIONEER ARMS 12 GA	O4M491A 3486	TERRY GENE BROWN EDDY WAYNE CURREY JR	CONV FELON CONV FELON
19-05743	SUICIDE	8/12/2019	H&R SHOTGUN	NZ862944	NICHOLAS JAMES SCHRODER	FAMILY RELINQUISHED
19-07215	SUICIDE ATTEMPT	10/7/2019	REMINGTON .22 CAL RIFLE	NONE	JONATHAN BRITTINGHAM	SURRENDERED

Bicycle Conversion List

CASE #	OFFENSE	DATE R'VD	PROPERTY	SERIAL #	OWNER	
12-08177	LARCENY OF MOTOR VEHICLE	10/11/12	MONGOOSE FREESTYLE	SNFSD10G13540	UNIKNOWN	
16-06286	BURGLARY II AUTO	8/11/16	HUFFY NEXT		UNKNOWN UNKNOWN	
17-07517	PETIT LARCENY	10/12/17	BLACK ONE SPEED BICYCLE	UNK	UNKNOWN	
18-02834	FOUND PROPERTY	4/29/18	BLUE AND WHITE RALEIGH	UNK	CHARLES ANTHONY RANKIN	UTL
18-02876	FOUND PROPERTY	5/1/18	BLUE HUFFY GOOD VIBRATIONS BIKE	C8269326384	UNKNOWN	
18-02971	FOUND PROPERTY	5/5/18	BOYS BIKE	WMGSOM616910716	UNKNOWN	
18-03095	FOUND PROPERTY	5/10/18	MAGMA MGX 21 SPEED MOUNTAIN BIKE	SAGLE20667	UNKNOWN	
18-03788	FOUND PROPERTY	6/4/18	MONGOOSE REBEL BMX STYLE	17MH26S30	UNKNOWN	
18-03811	FOUND PROPERTY	6/5/18	KENT FREESTYLE AMBUSH	HS170508616	UNKNOWN	
18-04147	FOUND PROPERTY	6/17/18	HUFFY 27.5 IN 21 SPEED	1A6F02417	UNKNOWN	
18-04316	FOUND PROPERTY	6/23/18	BLUE BCA 6 SPEED BICYCLE		UNKNOWN	
18-04345	FOUND PROPERTY	6/24/18	ROADMASTER BLUE BICYCLE	SNFSD15CH3716	UNKNOWN	
18-04591	FOUND PROPERTY	7/3/18	CUBE ANALOGUE MOUNTAIN BIKE	S031104153	UNKNOWN	
18-04614	FOUND PROPERTY	7/4/18	DYNASTY BICYCLE		UNKNOWN	
18-04691	FOUND PROPERTY	7/7/18	MONGOOSE BICYCLE	655363	UNKNOWN	
18-04972	FOUND PROPERTY	7/18/18	15 SPEED MAGNA "OUTREACH" MENS BIKE		UNKNOWN	
18-05461	FOUND PROPERTY	8/4/18	HOT WHEELS CHILDS BIKE	DJII053401	UNKNOWN	
18-05467	PUBLIC INTOXICATION	8/5/18	RED AND GREEN MOUNTAIN BIKE	UNK	LOREN LEE MARTINEZ	UTL RETURNED LETTER
18-05990	FOUND PROPERTY	8/25/18	ROADMASTER GRANITE BICYCLE MGX ELEMENT DXR BICYCLE		UNKNOWN	
18-06259	FOUND PROPERTY	9/4/18	BMX STYLE BIKE, BLUE SPRAY PAINT OVER WHITE	61407082107	UNKNOWN	
18--06832	RESISTING	9/27/18	COLEMAN CAMP STOVE		TYLER DAVID HOWARD	UTL RETURNED LETTER
18-07222	WARRANT	10/13/18	BLACK MONGOOSE BICYCLE	SNSFD18AX3319	CLAY STUART GRAY	TRANSIENT



18-07631	FOUND PROPERTY	10/29/18	BLACK SCHWINN BIKE		UNKNOWN	
18-08453	CURFEW FOR MINORS	12/1/18	TOPAZ BLUE BICYCLE AVIGO GRAY BICYCLE	UNK UNK	JAVANTE THOMAS TYRAE OZ GIVENS	GM SAYS IT IS NOT HIS GM SAYS IT IS NOT HIS
18-08571	FOUND PROPERTY	12/5/19	GREEN MONGOOSE BICYCLE	SNFSD06K68928	UNKNOWN	
19-00712	FOUND PROPERTY	1/28/19	GRAY MONGOOSE BICYCLE		UNKNOWN	
19-02992	FOUND PROPERTY	4/30/19	CRAFTSMAN LAWNMOWER	030111M003163	UNKNOWN	
19-03112	FOUND PROPERTY	5/3/19	MOTORIZED WHEELCHAIR		UNKNOWN	
19-03259	FOUND PROPERTY	5/9/19	SILVER OZONE 500 SMOKE BICYCLE		UNKNOWN	
19-03264	FOUND PROPERTY	5/9/19	BLUE SHIMANO MOUNTAIN BIKE		UNKNOWN	
19-03281	FOUND PROPERTY	5/9/19	KENT TROUBLE 20 IN PINK BIKE	GS32027WMA	UNKNOWN	
19-03437	FOUND PROPERTY	5/15/19	YELLOW BICYCLE	WMGSOM507400815	UNKNOWN	
19-03443	FOUND PROPERTY	5/15/19	RAZOR 3 WHEELER SCOOTER		UNKNOWN	
19-03495	FOUND PROPERTY	5/17/19	SCHWINN PATHWAY BLK BIKE	S3040WMA	UNKNOWN	
19-03604	SAFEKEEPING	5/21/19	MOUNTAIN BIKE	UNK	LAURA FLANAGAN	UTL
19-03689	FOUND PROPERTY	5/24/19	26 IN MOUNTAIN BIKE	TB17A04967	UNKNOWN	
19-04264	FOUND PROPERTY	6/13/19	BLK MOUNTAIN BIKE		UNKNOWN	
19-04272	FOUND PROPERTY	6/13/19	BLACK BICYCLE		UNKNOWN	
19-05319	FOUND PROPERTY	7/26/19	BLACK BRAWLER BMX	FSD0815AG	UNKNOWN	
19-05152	FOUND PROPERTY	7/19/19	THRUSTER BICYCLE	G1008156753	UNKNOWN	
19-05456	FOUND PROPERTY	7/31/19	BICYCLE		UNKNOWN	
19-05471	SAFEKEEPING	8/1/19	BLACK BMX BIKE		CURTIS WAYNE CRUTCHER	
19-05485	FOUND PROPERTY	8/1/19	GREEN CHAOS FS20 BIKE	G1501126697	UNKNOWN	
19-05888	FOUND PROPERTY	8/18/19	PURPLE CHILDS BIKE	LWKD004339	UNKNOWN	
19-06621	FOUND PROPERTY	9/15/19	DIAMONDBACK BIKE	EA130600234	UNKNOWN	
19-06739	FOUND PROPERTY	9/20/19	MOJAVE MOUNTAIN BIKE	U67K31315	UNKNOWN	
19-06826	FOUND PROPERTY	9/23/19	PITTSBURGH JACK STANDS MARUYAMA WEED EATER SHAFT CRAFTSMAN WEEDEATER	D805973 1K106DC2955	UNKNOWN UNKNOWN UNKNOWN	
19-06977	FOUND PROPERTY	9/28/19	HYPERBRAND BICYCLE		UNKNOWN	

19-07186	FOUND PROPERTY	10/6/19	HUFFY CRUISER	5443005411B	UNKNOWN	
19-07375	FOUND PROPERTY	10/13/19	SCHWIN BIKE	S2600WMG	UNKNOWN	
19-07863	MENTAL HEALTH	11/2/19	GENESIS V2900 BICYCLE		RODNEY LEE RODRIGUEZ	UTL
19-08338	FOUND PROPERTY	11/19/19	ROADMASTER BIKE	SNFSD17F22859	UNKNOWN	
19-08344	FOUND PROPERTY	11/19/19	NET BMX BIKE	DWEI026133	UNKNOWN	
19-08422	FOUND PROPERTY	11/22/19	ROADMASTWER BIKE		UNKNOWN	
19-08506	FOUND PROPERTY	11/26/19	KENT CHAOS BIKE	G1611048118	UNKNOWN	
19-08949	FOUND PROPERTY	12/14/19	SCHWINN BIKE	SNMG11A98844	UNKNOWN	
19-08986	SAFEKEEPING	12/15/19	GREEN BICYCLE		UNKNOWN	
20-00153	FOUND PROPERTY	1/7/20	KROME GENESIS BIKE	DKKH187104	UNKNOWN	
20-00437	FOUND PROPERTY	1/20/20	MONGOOSE BIKE	15C08178	UNKNOWN	
20-00821	FOUND PROPERTY	2/4/20	BLACK PAINTED BICYCLE	SNFSD14HJ9304	UNKNOWN	
20-01159	FOUND PROPERTY	2/17/20	SCHWINN 21SPD MOUNTAINBIKE	UNK	UNKNOWN	

MONEY

Case #	Offense	Date	Amount	Status	Owner
14-06230	ROBBERY II	8/20/14	↓ 1.71		UNKNOWN
14-08083	BURGLARY I	10/21/14	↓ 10.00	UTL	TERRY LAMAR WARNER
14-08964	SHOOTING WITH INTENT TO KILL	11/22/14	↓ 9.00	UTL	STEVEN HOUSE
14-09755	OBTAIN CDS BY FRAUD	12/19/14	↓ 100.00		UNKNOWN
15-03786	TRAFFICKING IN ILLEGAL DRUGS	5/17/15	↓ 100.00	UTL RET CERT LETTER	DOMINIC JAMEL LANDRY
15-04523	POSS MJ	6/11/15	↓ 0.11		UNKNOWN
15-07526	ROBBERY BY FORCE OR FEAR	9/21/15	↓ 10.00	UTL	VICTORIA BRIONES
16-00102	BURGLARY II	1/5/16	↓ 3.25	UTL	FELIX R. ARNDT JR
16-02982	BURGLARY II AUTO	4/18/16	↓ 12.00		UNKNOWN
16-06286	BURGLARY II AUTO	8/11/16	↓ 42.00		UNKNOWN
			↓ 29.15		UNKNOWN
16-08262	DISTRIBUTION OF CDS	10/28/16	↓ 31.00	FORFEIT	
			↓ 17.00	FORFEIT	
			↓ 88.00	FORFEIT	
			↓ 45.00	FORFEIT	
			↓ 30.00	FORFEIT	
17-02300	BURG II AUTO	3/31/17	↓ 1.26		UNKNOWN
17-02860	ROBBERY WITH A FIREARM	4/19/17	↑ 3074.25		UNKNOWN
17-03510	POSS CDS	5/15/17	↓ 1.00		LEO DALE COSLOW
17-05482	UNATTENDED DEATH	7/25/17	↓ 4.99	UTL NOT PICKED UP	PATTI LEAN WILSON
18-02804	ROBBERY	4/28/18	↓ 0.35		UNKNOWN
18-04582	FOUND PROPERTY	7/3/18	↓ 5.00		UNKNOWN
18-04876	FOUND PROPERTY	7/14/18	↓ 20.00		UNKNOWN
			↓ 0.25		UNKNOWN
18-05793	CCW	8/17/18	↓ 6.00		UNKNOWN
18-07389	FOUND PROPEFRTY	10/20/18	↓ 1.75		UNKNOWN
18-08097	FOUND PROPERTY	11/16/18	↓ 962.00		UNKNOWN
18-08845	USE OF VEH IN DISCH OF WEAPON	12/15/18	↓ 1.21	REFUSED TO P/U	LEON COLEMAN
			↓ 0.16	REFUSED TO P/U	LEON COLEMAN
19-01356	FOUND PROPERTY	2/22/19	↓ 5.00		UNKNOWN
19-02842	FOUND PROPERTY	4/24/19	↓ 0.07		UNKNOWN
19-03250	PETIT LARCENY	5/8/19	↓ 22.90		UNKNOWN
19-03528	FOUND PROPERTY	5/18/19	↓ 20.00		UNKNOWN
19-05471	FOUND PROPERTY	8/1/19	↓ 0.40		UNKNOWN
19-05493	FOUND PROPERTY	8/2/19	↓ 234.00	UTL CERT LETTER	BRYANT CHEW
19-07815	FOUND PROPERTY	10/31/19	↓ 3.88	UTL	JHAMES HOLDEN
19-08848	ID THEFT	12/10/19	↓ 0.56	DID NOT PICK UP	CHERISH JEAN STACY
			↓ 17.00	UTL	RANDY WHITLOCK
20-00121	FOUND PROPERTY	1/6/20	↓ 1.00	UTL	CANDACE CHANTELL NEALY
		<b>TOTAL</b>	<b>4911.25</b>		

CASE #	OFFENSE	DATE RCVD	PROPERTY	STATUS	OWNER
18-02771	ROBBERY WITH DANG WEAP	4/27/2018	SILVER RING WITH BLUE STONE		UNKNOWN
18-06567	POSS STOLEN MOT VEH	9/17/2018	NY YANKEES WATCH SILVER NECKLACE	UTL UTL	RICCHARD ALAN VARNELL JR RICCHARD ALAN VARNELL JR
18-07089	REC STOL MOT VEH	10/8/2018	MENS ELGIN WATCH LADIES GOLD TONE WATCH SILVER RING		UNKNOWN UNKNOWN UNKNOWN
19-02842	FOUND PROPERTY	4/24/2019	COPPER RING WITH WHITE STONE		UNKNOWN



DISCUSSION ITEMS





The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION  
Brandon Bundy, City Engineer  
CURRENT PLANNING DIVISION  
Kellie Gilles, 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:** September 22, 2020

**Subject:** (PC – 2049) Public hearing with discussion and consideration of approval of a resolution for a Special Use Permit (SUP) to allow the use of communication services: towers/antennas in the C-3, Community Commercial District for the property described as a part of the NE/4 of section 4 T-11-N, R-2-W, located at 207 S. Air Depot Boulevard.

**Executive Summary:** This is a request for a Special Use Permit to allow for the placement of a 125' monopole cell tower for AT&T. Included within the agenda packet is a "Determination of No Hazard to Air Navigation" from the FAA as well as a letter from Tinker Air Force Base stating that they "do not anticipate the development or the construction process will significantly or adversely affect" their mission. Tinker has also requested that, if this SUP is approved, obstruction lights be installed at the top of the tower. If approved, the base of the tower should be locked to the public. As of this writing, staff has received one call from a surrounding property owner regarding this application but no formal protest. Action is at the discretion of the City Council.

**Dates of Hearing:** Planning Commission – September 1, 2020  
City Council – September 22, 2020

**Owner:** Ron and Jackie Davis

**Applicant:** AT&T

**Representative:** Troy Williams

**Proposed Use:** site for the placement of a 125' cell tower and associated equipment buildings

**Size:**

The pad site for the proposed cell tower is 50 X 50 with an access easement from S. Air Depot to the pad site.

**Development Proposed by Comprehensive Plan:**

Area of Request – OR, Office/Retail

North and East – OR, Office/Retail

South – OR, Office/Retail

West – LDR, Low Density Residential



**Zoning Districts:**

Area of Request – C-3, Community Commercial District  
North and East – C-3, Community Commercial District  
South – C-1, Restricted Commercial District  
West – O-2, General Office District

**Land Use:**

Area of Request – Tiki Auto Glass  
North – Cash American Pawn  
East – Red Carpet Car Wash  
South – Nails for You  
West – Fresenius Medical Care

**Municipal Code Citation:**

2.20.1. C-3, Community Commercial District

This commercial district is intended for the conduct of business activity which is located at the edge of residential areas but which serves a larger trade area than the immediately surrounding residential neighborhoods.

Business uses will most often be found in a wide variety of commercial structures, normally on individual sites with separate ingress, egress, and parking. Because of the varied uses permitted, it is important to be separated as much as possible visually and physically from any nearby residential areas and to limit the harmful effects of increased traffic, noise, and general nonresidential activity which will be generated.

Limited outdoor storage, as defined below, and limited open display, as defined below, shall be permitted.

Traffic generated by the uses permitted shall be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

### *7.6 Special Use Permit*

#### *7.6.1 General Description and Authorization*

The uses listed under the various districts as special use permits are so classified because they more intensely dominate the area in which they are located than do other uses permitted in the district.

A. Consideration for compatibility

With consideration given to setting, physical features, compatibility with surrounding land uses, traffic and aesthetics, certain uses may locate in an area where they will be compatible with existing or planned land uses.

B. Review and approval

The Planning Commission shall review each case on its own merit, apply the criteria established herein and recommended either approval or denial of the special use permit to the City Council. Following the Planning Commission's recommendation, the City Council shall review each case on its own merit, apply the criteria established herein, and, if appropriate, authorize said use by granting a special use permit.

C. Use identified by individual zoning district

If a special use permit is granted it shall be for all the uses permitted in the specified districted plus the special use permit requested.

### **History:**

1. This area was zoned C-3 prior to the adoption of the 2010 Zoning Ordinance and Map.
2. Planning Commission recommended approval of this item September 1, 2020.

### **Staff Comments:**

#### **Engineering Comments:**

Note: No engineering improvements are required with this application.

### **Section 1. Water Supply and Distribution**

A twelve (12) inch public water main is located on the east side of Air Depot Boulevard. The existing building on that parcel is currently on City water, therefore water line improvements are not required as outlined in Municipal Code 43-32.

### **Section 2. Sanitary Sewerage Collection and Disposal**

An eight (8) inch public sanitary sewer exists on the north east corner of the parcel. The existing building on that parcel is currently is connected to the city sewer main, sewer line improvements are not required as outlined in Municipal Code 43-109.



### **Section 3. Streets and Sidewalks**

Access to the area of request is available off Air Depot Boulevard which is classified as a secondary arterial in the 2008 Comprehensive Plan.

### **Section 4. Drainage and Flood Control, Wetlands, and Sediment Control**

The area of request is developed with commercial businesses bordering residential to the southwest.

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 40109C0310H, dated December 18<sup>th</sup>, 2009.

Drainage and detention improvements are not required with this application.

### **Section 5. Easements and Right-of-Way**

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

#### **Plan Comments:**

The criteria for special use permit approval is outlined in Section 7.6.3. of the Midwest City Zoning Ordinance and listed below.

#### 7.6.3 Criteria for Special Use Permit Approval

##### A. Special use permit criteria

The Planning Commission and City Council shall use the following criteria to evaluate a special use permit:

- (1) Whether the proposed use shall be in harmony with the policies of the Comprehensive Plan.
- (2) Whether the proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.
- (3) Whether the proposed use shall not adversely affect the use of neighboring properties.
- (4) Whether the proposed use shall not generate pedestrian and vehicular traffic that is hazardous or in conflict with the existing and anticipated traffic in the neighborhood.
- (5) Whether utility, drainage, parking, loading, signs, lighting access and other necessary public facilities to serve the proposed use shall meet the adopted codes of the city.

##### B. Specific conditions

The City Council may impose specific conditions regarding location, design, operation and screening to assure safety, to prevent a nuisance and to control the noxious effects of excessive sound, light, odor, dust or similar conditions.

Regarding the Comprehensive Plan, the only reference to telecommunications and broadcasting towers is in Chapter 1, Baseline Analysis. This section indicates that telecommunications and broadcasting towers are commercial uses.

With regard to the Zoning Ordinance, the use of Communication Services:

Tower/Antennas require a Special Use Permit in all zoning districts within Midwest City.

There are currently cell towers in a variety of zoning districts within Midwest City including commercial and residential.

As mentioned in the Executive Summary, staff received one call from a surrounding property owner regarding this application. As of this writing, no formal protest has been submitted to staff. Action is at the discretion of the City Council.

**Action Required:** Approve or reject the resolution for a Special Use Permit to allow the use of Communication Services: Towers/Antennas for the property noted in this report and subject to staff's comments as found in the September 22, 2020, agenda packet, and as noted in PC – 2049 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  
KG

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, Current Planning Manager

From: Brandon Bundy, City Engineer

Date: August 11<sup>th</sup>, 2020

Subject: Engineering staff comments for pc-2049 application

**ENGINEERING STAFF CODE CITATIONS AND COMMENTS - PC-2049:**

Note: No engineering improvements are required with this application.

**Water Supply and Distribution**

A twelve (12) inch public water main is located on the east side of Air Depot Boulevard. The existing building on that parcel is currently on City water, therefore water line improvements are not required as outlined in Municipal Code 43-32.

**Sanitary Sewerage Collection and Disposal**

An eight (8) inch public sanitary sewer exists on the north east corner of the parcel. The existing building on that parcel is currently is connected to the city sewer main, sewer line improvements are not required as outlined in Municipal Code 43-109.

**Streets and Sidewalks**

Access to the area of request is available off Air Depot Boulevard which is classified as a secondary arterial in the 2008 Comprehensive Plan.

**Drainage and Flood Control, Wetlands, and Sediment Control**

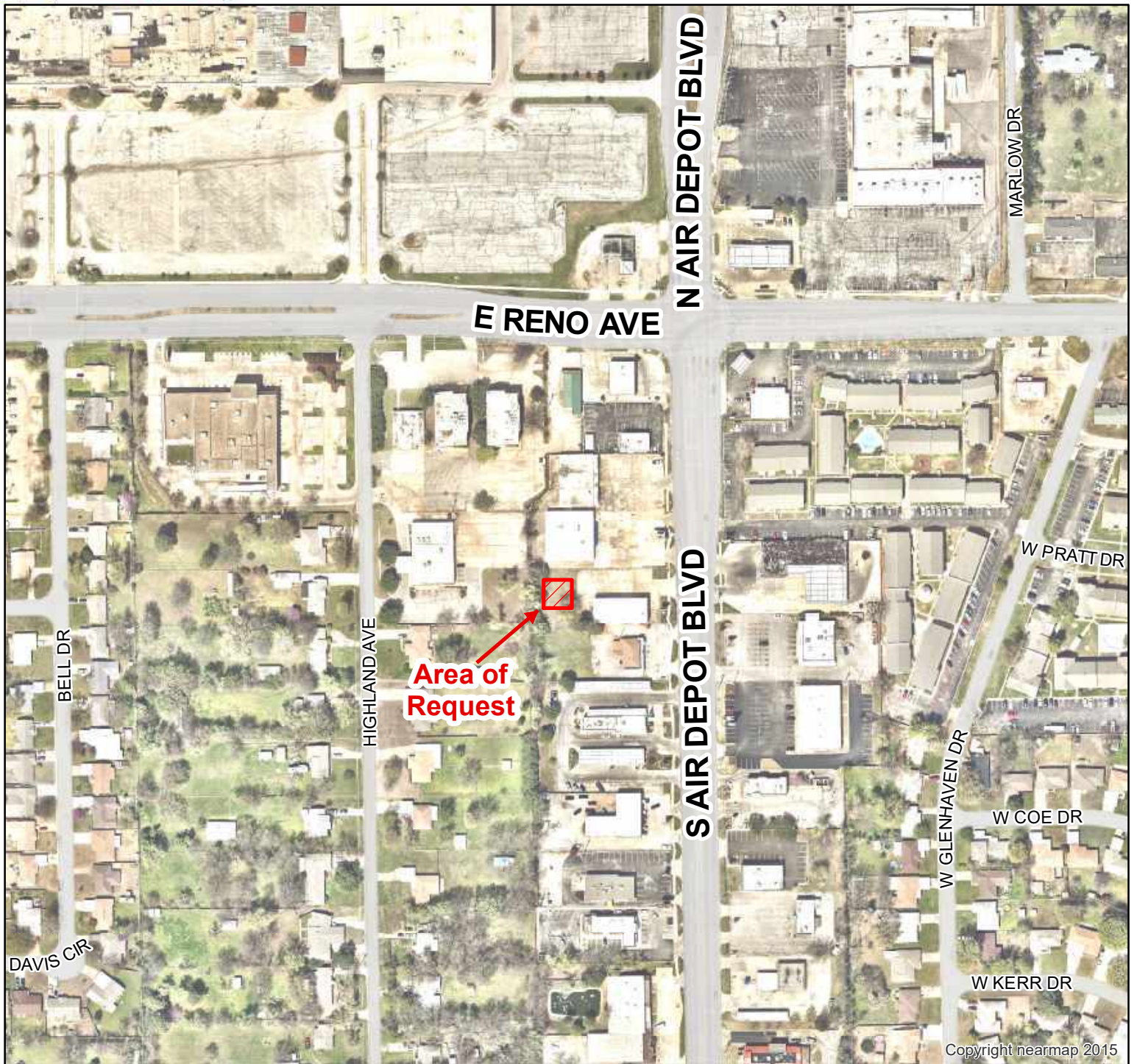
The area of request is developed with commercial businesses bordering residential to the southwest.

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 40109C0310H, dated December 18<sup>th</sup>, 2009.

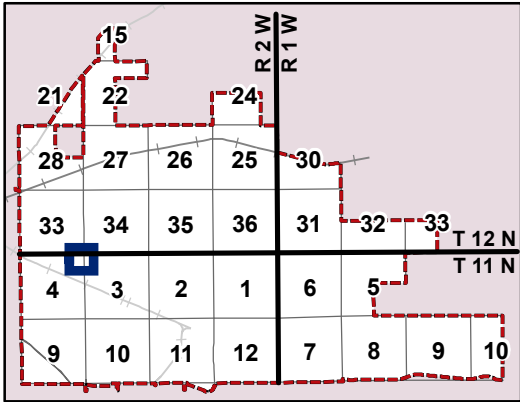
Drainage and detention improvements are not required with this application.

**Easements and Right-of-Way**

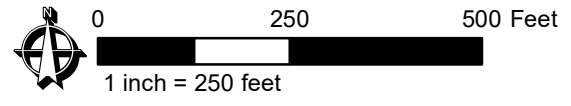
No further easements or right of way would be required with this application.



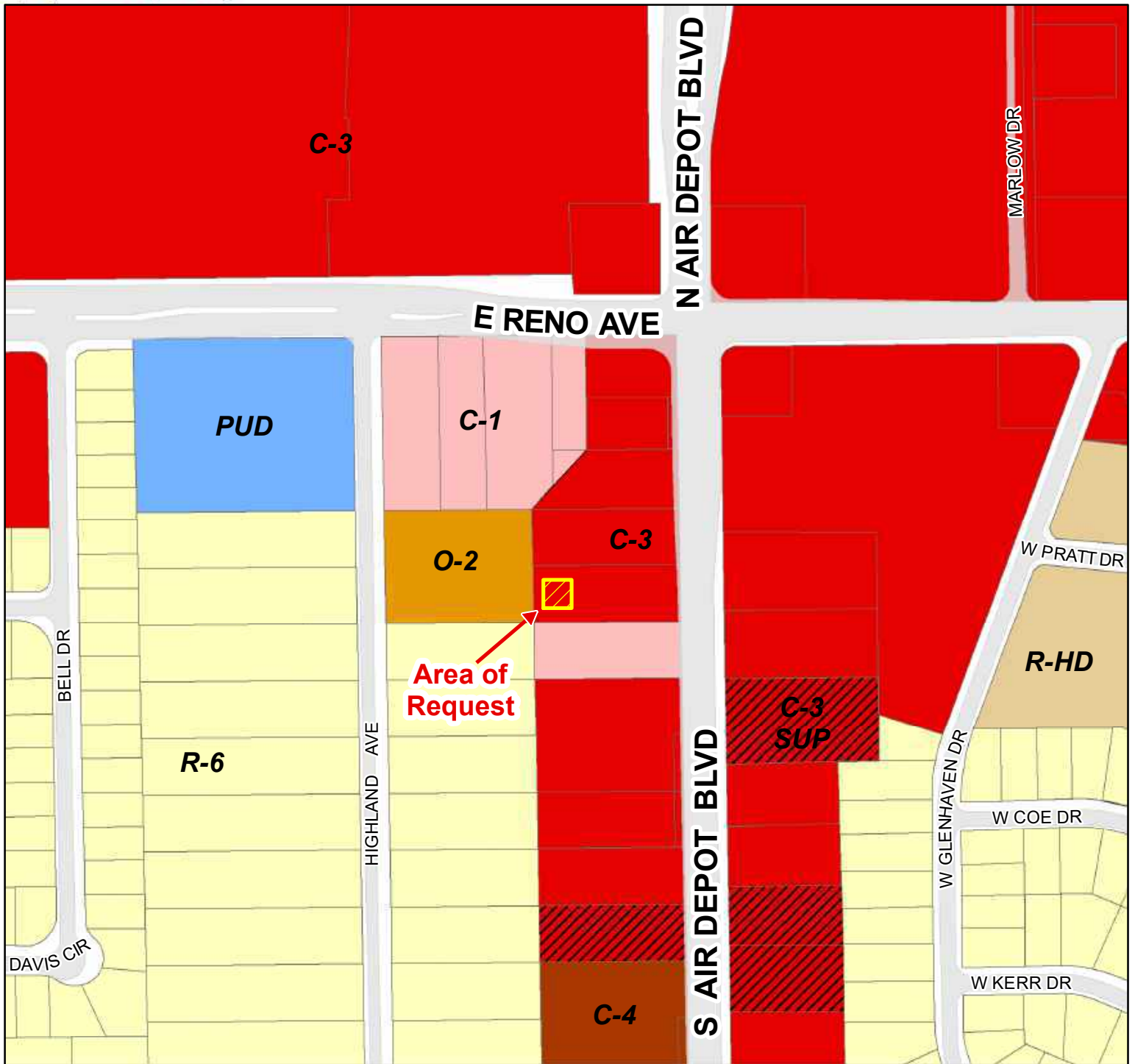
Locator Map



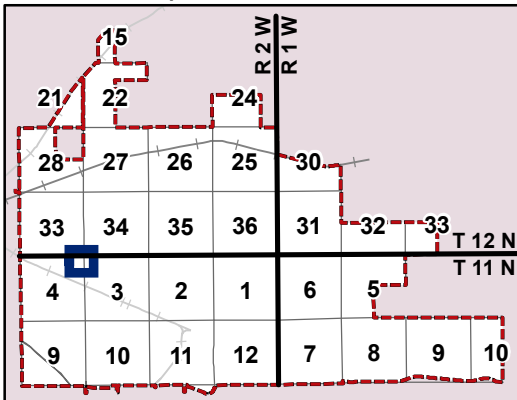
**3/2020 NEARMAP AERIAL VIEW FOR  
PC-2049  
(NE/4, Sec. 4, T11N, R2W)**



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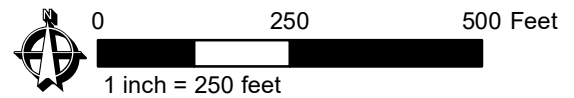
Locator Map



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-3	O-2 SUP	R-HD SUP
C-3 SUP	R-6	R-MH-1
C-4	R-6 SUP	R-MH-2
C-4 SUP	R-8	PUD
I-1	R-10	SPUD
I-2	R-22	HOS
		HOS SUP

**ZONING MAP FOR  
PC-2049  
(NE/4, Sec. 4, T11N, R2W)**



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**DEPARTMENT OF THE AIR FORCE**  
**HEADQUARTERS 72D AIR BASE WING (AFMC)**  
**TINKER AIR FORCE BASE OKLAHOMA**

**Colonel Paul G. Filcek, USAF**  
**Commander**  
**72d Air Base Wing**  
**4385 S Air Depot Blvd, Suite 111**  
**Tinker AFB OK 73145**

**Ms. Kellie Gilles, AICP**  
**Planning Manager**  
**100 N Midwest Blvd**  
**Midwest City OK 73110**

**Dear Ms. Gilles**

In response to the City of Midwest City request, members of the Tinker Air Force Base Airfield Operations Board, in coordination with Airfield Management, Flight Safety, Spectrum Management, and AFMC Terminal Instrument Procedures office, has evaluated the proposed 135-foot monopole tower to be constructed at latitude 35-27-45.90N and longitude 97-24-25.49W in Midwest City. Based on the information provided, we do not anticipate the development or the construction process will significantly or adversely affect our mission. If possible, please install obstruction lights on the new monopole to assist with flight operations.

If you have any additional questions or concerns, please contact Mr. Steve Rhodes or Ms. Heartsong Turnbull at (405) 734-2074 or via email at [steven.rhodes.15@us.af.mil](mailto:steven.rhodes.15@us.af.mil) or [heartsong.turnbull@us.af.mil](mailto:heartsong.turnbull@us.af.mil).

**Sincerely**

**FILCEK.PAUL** Digitally signed by  
FILCEK.PAUL.G.1169589751  
**G.1169589751** Date: 2020.07.29 16:41:18  
-0500'  
**PAUL G. FILCEK, Colonel, USAF**  
**Commander**



Mail Processing Center  
 Federal Aviation Administration  
 Southwest Regional Office  
 Obstruction Evaluation Group  
 10101 Hillwood Parkway  
 Fort Worth, TX 76177

Aeronautical Study No.  
 2019-ASW-16302-OE

Issued Date: 11/21/2019

Jeanette Oliver  
 AT&T (JO)  
 208 S Akard St.  
 Dallas, TX 75202

**\*\* DETERMINATION OF NO HAZARD TO AIR NAVIGATION \*\***

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure: Monopole RIDGECREST (289090)  
 Location: MIDWEST CITY, OK  
 Latitude: 35-27-45.90N NAD 83  
 Longitude: 97-24-25.49W  
 Heights: 1239 feet site elevation (SE)  
 135 feet above ground level (AGL)  
 1374 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

- At least 10 days prior to start of construction (7460-2, Part 1)
- Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking/ lighting are accomplished on a voluntary basis, we recommend it be installed in accordance with FAA Advisory circular 70/7460-1 L Change 2.

This determination expires on 05/21/2021 unless:

- (a) the construction is started (not necessarily completed) and FAA Form 7460-2, Notice of Actual Construction or Alteration, is received by this office.
- (b) extended, revised, or terminated by the issuing office.
- (c) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

**NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE E-FILED AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE. AFTER RE-EVALUATION OF CURRENT OPERATIONS IN THE AREA OF THE STRUCTURE TO DETERMINE THAT NO SIGNIFICANT AERONAUTICAL CHANGES HAVE OCCURRED, YOUR DETERMINATION MAY BE ELIGIBLE FOR ONE EXTENSION OF THE EFFECTIVE PERIOD.**

This determination of No Hazard is granted provided the following conditional statement is included in the proponent's construction permit or license to radiate:

Upon receipt of notification from the Federal Communications Commission that harmful interference is being caused by the licensee's (permittee's) transmitter, the licensee (permittee) shall either immediately reduce the power to the point of no interference, cease operation, or take such immediate corrective action as is necessary to eliminate the harmful interference. This condition expires after 1 year of interference-free operation.

This determination is based, in part, on the foregoing description which includes specific coordinates, heights, frequency(ies) and power. Any changes in coordinates, heights, and frequencies or use of greater power, except those frequencies specified in the Colo Void Clause Coalition; Antenna System Co-Location; Voluntary Best Practices, effective 21 Nov 2007, will void this determination. Any future construction or alteration, including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA. This determination includes all previously filed frequencies and power for this structure.

If construction or alteration is dismantled or destroyed, you must submit notice to the FAA within 5 days after the construction or alteration is dismantled or destroyed.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

A copy of this determination will be forwarded to the Federal Communications Commission (FCC) because the structure is subject to their licensing authority.

If we can be of further assistance, please contact our office at (817) 222-5928, or [chris.smith@faa.gov](mailto:chris.smith@faa.gov). On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2019-ASW-16302-OE.

**Signature Control No: 421844251-423498840**  
Chris Smith  
Specialist

( DNE )

Attachment(s)  
Frequency Data  
Map(s)

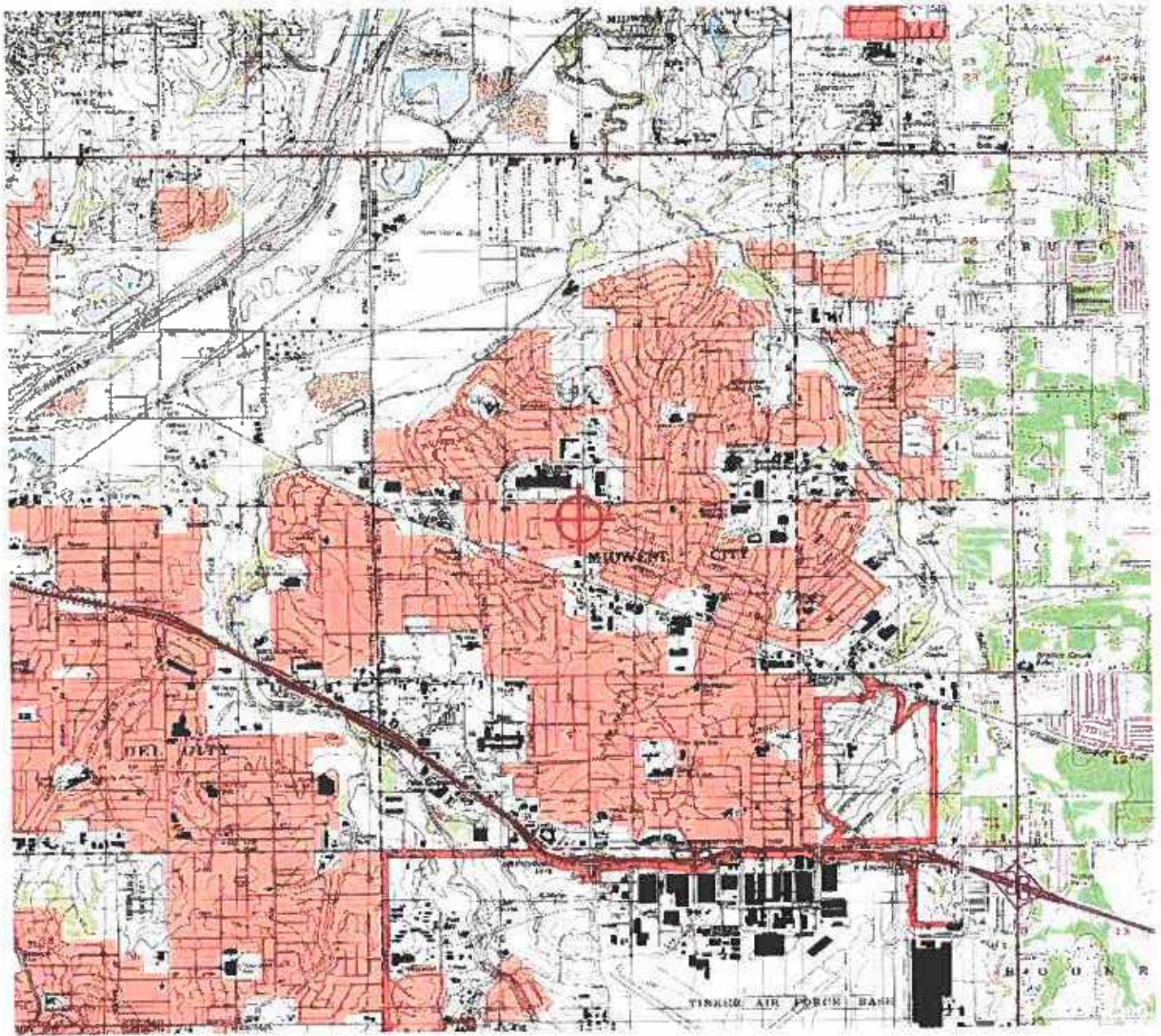




**Frequency Data for ASN 2019-ASW-16302-OE**

<b>LOW FREQUENCY</b>	<b>HIGH FREQUENCY</b>	<b>FREQUENCY UNIT</b>	<b>ERP</b>	<b>ERP UNIT</b>
6	7	GHz	55	dBW
6	7	GHz	42	dBW
10	11.7	GHz	55	dBW
10	11.7	GHz	42	dBW
17.7	19.7	GHz	55	dBW
17.7	19.7	GHz	42	dBW
21.2	23.6	GHz	55	dBW
21.2	23.6	GHz	42	dBW
614	698	MHz	1000	W
614	698	MHz	2000	W
698	806	MHz	1000	W
806	901	MHz	500	W
806	824	MHz	500	W
824	849	MHz	500	W
851	866	MHz	500	W
869	894	MHz	500	W
896	901	MHz	500	W
901	902	MHz	7	W
929	932	MHz	3500	W
930	931	MHz	3500	W
931	932	MHz	3500	W
932	932.5	MHz	17	dBW
935	940	MHz	1000	W
940	941	MHz	3500	W
1670	1675	MHz	500	W
1710	1755	MHz	500	W
1850	1910	MHz	1640	W
1850	1990	MHz	1640	W
1930	1990	MHz	1640	W
1990	2025	MHz	500	W
2110	2200	MHz	500	W
2305	2360	MHz	2000	W
2305	2310	MHz	2000	W
2345	2360	MHz	2000	W
2496	2690	MHz	500	W

TOPO Map for ASN 2019-ASW-16302-OE




Sectional Map for ASN 2019-ASW-16302-OE



OKL01499 Ridgcrest

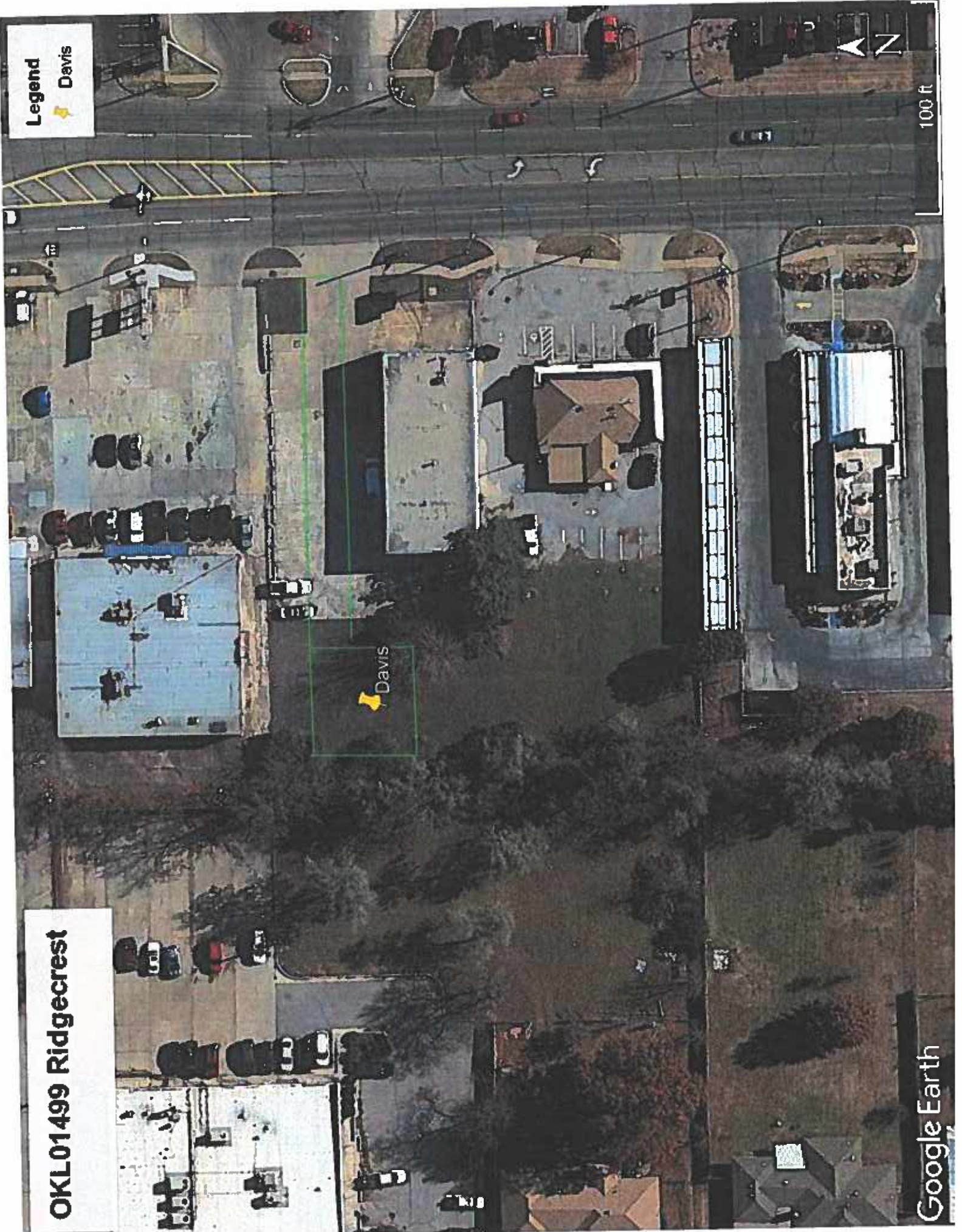
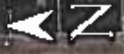
Legend

 Davis

 Davis

Google Earth

100 ft



2 **RESOLUTION NO. \_\_\_\_\_**

3 **A RESOLUTION APPROVING A SPECIAL USE PERMIT TO ALLOW THE USE OF**  
4 **COMMUNICATION SERVICES: TOWERS/ANTENNAS IN THE C-3, COMMUNITY**  
5 **COMMERCIAL DISTRICT AND DIRECTING AMENDMENT OF THE OFFICIAL**  
6 **ZONING DISTRICT MAP TO REFLECT THE RECLASSIFICATION OF THE PROP-**  
7 **ERTY'S ZONING DISTRICT; AND PROVIDING FOR REPEALER AND SEVERABIL-**  
8 **ITY**

9 **WHEREAS**, the Zoning Map of Midwest City, Oklahoma, 2010, shows the following described  
10 property with a classification of **C-3, Community Commercial**:

11 A tract of land lying in and being a part of Lot 8, Block 1, East Highland Acres Addition  
12 to Midwest City according to the Plat recorded in Plat Book 25, Page 5, Plat Records of  
13 Oklahoma County, Oklahoma and being more particularly described in Book 12624,  
14 Page 724, Deed Recodes of Oklahoma County, Oklahoma; Said tract being more particu-  
15 larly described as follows:

16 Commencing at a 3/8" Iron Rod found for the Southwest corner of said Lot 8: Thence N  
17 89°35'42" E on the South line of said Lot 8, a distance of 18.02 feet to a point; Thence N  
18 00°24'18" W perpendicular to said South line, a distance of 24.91 feet to a 1/2" Iron Rod  
19 with cap set for Southwest corner, said corner being the point of beginning; Thence N  
20 00°24'10" W a distance of 50.00 feet to a 1/2" Iron Rod with cap set for the Northwest  
21 corner; Thence N 89°35'50" E a distance of 50.00 feet to a 1/2" Iron Rod with cap set for  
22 the Northeast corner; Thence S 00°24'10" E a distance of 50.00 feet to a 1/2" Iron Rod  
23 with cap set for the Southeast corner; Thence S 89°35'50" W a distance of 50.00 feet to  
24 the point of beginning, containing 2,500.00 square feet or 0.057 acres, more or less.

25 **WHEREAS**, it is the desire of the Midwest City Council to grant a Special Use  
26 Permit for said property.

27 **NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF MID-**  
28 **WEST CITY, OKLAHOMA COUNTY, STATE OF OKLAHOMA:**

29 That the above described property located in Midwest City, Oklahoma be and is  
30 hereby granted a Special Use Permit to allow the use of **Communication Services: Tow-**  
31 **ers/Antennas.**

32 **PASSED AND APPROVED** by the Mayor and Council of the City of Midwest City, Okla-  
33 homa, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

34 THE CITY OF MIDWEST CITY, OKLA-  
35 HOMA

36 \_\_\_\_\_  
MATTHEW D. DUKES II, Mayor

ATTEST:

\_\_\_\_\_  
SARA HANCOCK, City Clerk

**APPROVED** as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
HEATHER POOLE, City Attorney



The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION  
Brandon Bundy, City Engineer  
CURRENT PLANNING DIVISION  
Kellie Gilles, Planning Manager  
COMPREHENSIVE PLANNING  
Petya Stefanoff, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Christine Brakefield, Building Official  
GIS DIVISION  
Greg Hakman, GIS Coordinator

**To:** Honorable Mayor and City Council

**From:** Billy Harless, Community Development Director

**Date:** September 22, 2020

**Subject:** (PC – 2050) Public hearing with discussion and consideration of approval of a resolution for a Special Use Permit (SUP) to allow the use of communication services in the R-6, Single Family Detached Residential District for the property described as a part of the SE/4 of section 31 T-12-N, R-1-W, located at 10713 E. Reno Avenue.

**Executive Summary:** This is a request for a Special Use Permit to allow for the placement of a 150' monopole cell tower for AT&T. Included within the agenda packet is a "Determination of No Hazard to Air Navigation" from the FAA. Staff received an email from Tinker Planning Staff on August 26, 2020 stating that this location is not in approach departure paths and would not interfere with their operations. If approved, the base of the tower should be locked to the public. As of this writing, staff has received two calls and two letters of protest and three emails of support from surrounding property owners regarding this application. Action is at the discretion of the City Council.

**Dates of Hearing:** Planning Commission – September 1, 2020  
City Council – September 22, 2020

**Owner:** Lucky Partners LLC

**Applicant:** AT&T

**Representative:** Carl Dugan

**Proposed Use:** site for the placement of a 150' cell tower and associated equipment buildings

**Size:**

The pad site for the proposed cell tower is 50 X 50 with an access easement from E. Reno Ave. to the pad site.

**Development Proposed by Comprehensive Plan:**

Area of Request – LDR, Low Density Residential  
North and East – LDR, Low Density Residential  
South and West – LDR, Low Density Residential

**Zoning Districts:**

Area of Request – R-6, Single Family Detached Residential

North – R-6, Single Family Detached Residential

East – R-6, Single Family Detached Residential and SPUD, Simplified Planned Unit Development

South – R-6, Single Family Detached Residential

West – R-6, Single Family Detached Residential



**Land Use:**

Area of Request – Newey Ranch

North – Single Family Residence

East – Single Family Residences

South – Single Family Residences

West – Single Family Residences



**Municipal Code Citation:**

*2.7.1. R-6, Single Family Detached Residential District*

The R-6, Single-Family Detached Residential District is intended for single-family residences on lots of not less than 6,000 square feet in size. This district is estimated to yield a maximum density of 5.1 gross dwelling units per acre (DUA).

Additional uses for the district shall include churches, schools and public parks in logical neighborhood units.

*7.6 Special Use Permit*

*7.6.1 General Description and Authorization*

The uses listed under the various districts as special use permits are so classified because they more intensely dominate the area in which they are located than do other uses permitted in the district.

A. Consideration for compatibility

With consideration given to setting, physical features, compatibility with surrounding land uses, traffic and aesthetics, certain uses may locate in an area where they will be compatible with existing or planned land uses.

B. Review and approval

The Planning Commission shall review each case on its own merit, apply the criteria established herein and recommended either approval or denial of the special use permit to the City Council. Following the Planning Commission's recommendation, the City Council shall review each case on its own merit, apply the criteria established herein, and, if appropriate, authorize said use by granting a special use permit.

C. Use identified by individual zoning district

If a special use permit is granted it shall be for all the uses permitted in the specified districted plus the special use permit requested.

**History:**

1. This area has been zoned R-6, Single Family Residential since the adoption of the 2010 Zoning Ordinance.
2. The Planning Commission recommended approval of this request September 1, 2020.

**Staff Comments:**

**Engineering Comments:**

Note: No engineering improvements are required with this application.

**Section 1. Water Supply and Distribution**

A twelve (12) inch public water main is located on the north side of Reno Avenue, therefore water line improvements are not required as outlined in Municipal Code 43-32.

**Section 2. Sanitary Sewerage Collection and Disposal**

An eight (8) inch public sanitary sewer is located along the north side of Reno Avenue, therefore sewer line improvements are not required as outlined in Municipal Code 43-109.

**Section 3. Streets and Sidewalks**

Access to the area of request is available off Reno Avenue which is classified as a secondary arterial in the 2008 Comprehensive Plan.

#### **Section 4. Drainage and Flood Control, Wetlands, and Sediment Control**

The area of request is developed with commercial businesses bordering residential to the southwest.

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 18<sup>th</sup>, 2009.

Drainage and detention improvements are not required with this application.

#### **Section 5. Easements and Right-of-Way**

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

#### **Plan Comments:**

The criteria for special use permit approval is outlined in Section 7.6.3. of the Midwest City Zoning Ordinance and listed below.

##### 7.6.3 Criteria for Special Use Permit Approval

###### A. Special use permit criteria

The Planning Commission and City Council shall use the following criteria to evaluate a special use permit:

- (1) Whether the proposed use shall be in harmony with the policies of the Comprehensive Plan.
- (2) Whether the proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.
- (3) Whether the proposed use shall not adversely affect the use of neighboring properties.
- (4) Whether the proposed use shall not generate pedestrian and vehicular traffic that is hazardous or in conflict with the existing and anticipated traffic in the neighborhood.
- (5) Whether utility, drainage, parking, loading, signs, lighting access and other necessary public facilities to serve the proposed use shall meet the adopted codes of the city.

###### B. Specific conditions

The City Council may impose specific conditions regarding location, design, operation and screening to assure safety, to prevent a nuisance and to control the noxious effects of excessive sound, light, odor, dust or similar conditions.

Regarding the Comprehensive Plan, the only reference to telecommunications and broadcasting towers is in Chapter 1, Baseline Analysis. This section indicates that telecommunications and broadcasting towers are commercial uses.

With regard to the Zoning Ordinance, the use of Communication Services:

Tower/Antennas require a Special Use Permit in all zoning districts within Midwest City.

There are currently cell towers in a variety of zoning districts within Midwest City including commercial and residential.

As mentioned in the Executive Summary, staff received two calls from surrounding property owners regarding this application. As of this writing, two letters of protest and three emails of support have been received and are included within this agenda packet. Action is at the discretion of the City Council.

**Action Required:** Approve or reject the resolution for a Special Use Permit to allow the use of a cell tower for the property noted in this report and subject to staff's comments as found in the September 22, 2020, agenda packet, and as noted in PC – 2050 file.

A handwritten signature in black ink, appearing to read "Billy Harless". The signature is fluid and cursive, with a large initial "B" and a long, sweeping underline.

Billy Harless, AICP  
Community Development Director  
KG

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, Current Planning Manager

From: Brandon Bundy, City Engineer

Date: August 11<sup>th</sup>, 2020

Subject: Engineering staff comments for pc-2050 application

**ENGINEERING STAFF CODE CITATIONS AND COMMENTS - PC-2050:**

Note: No engineering improvements are required with this application.

**Water Supply and Distribution**

A twelve (12) inch public water main is located on the north side of Reno Avenue, therefore water line improvements are not required as outlined in Municipal Code 43-32.

**Sanitary Sewerage Collection and Disposal**

An eight (8) inch public sanitary sewer is located along the north side of Reno Avenue, therefore sewer line improvements are not required as outlined in Municipal Code 43-109.

**Streets and Sidewalks**

Access to the area of request is available off Reno Avenue which is classified as a secondary arterial in the 2008 Comprehensive Plan.

**Drainage and Flood Control, Wetlands, and Sediment Control**

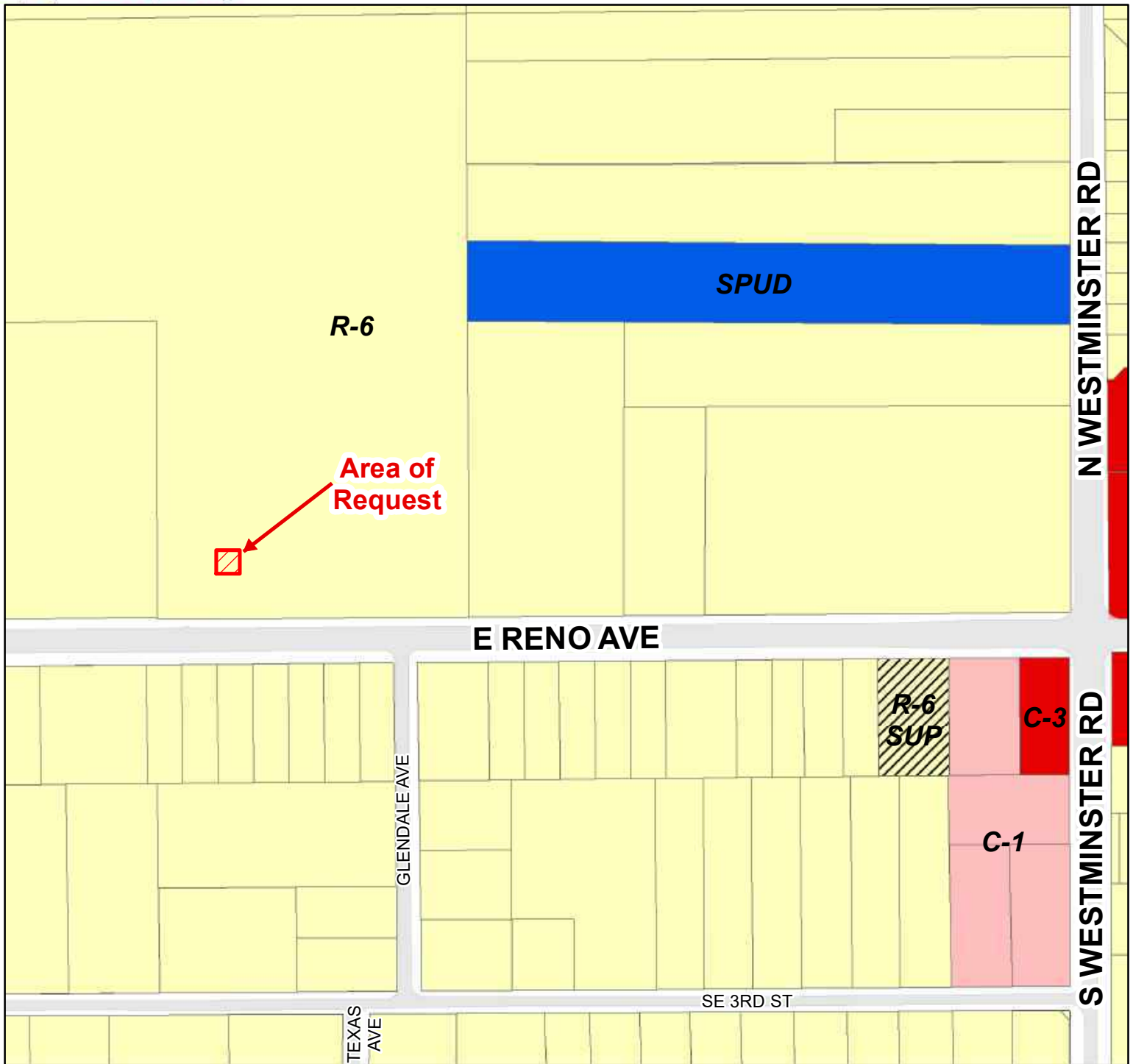
The area of request is developed with commercial businesses bordering residential to the southwest.

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 18<sup>th</sup>, 2009.

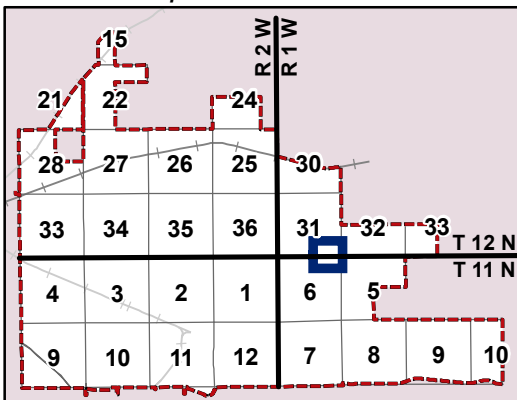
Drainage and detention improvements are not required with this application.

**Easements and Right-of-Way**

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



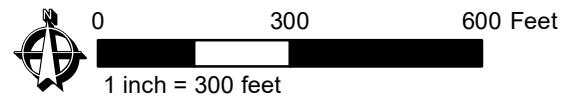
Locator Map



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

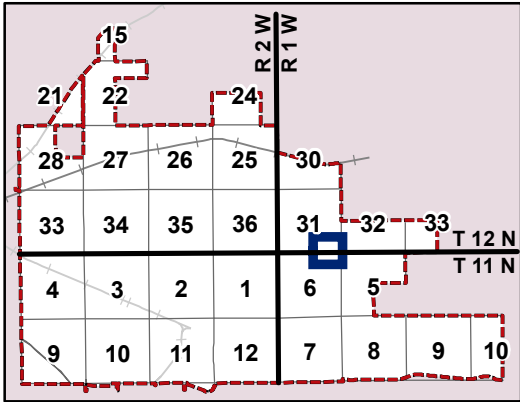
**ZONING MAP FOR  
PC-2050  
(SE/4, Sec. 31, T12N, R1W)**



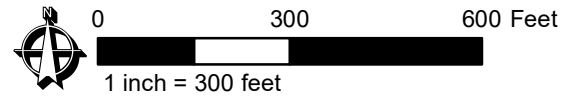
THIS MAP IS A GENERAL INFORMATION PUBLIC RESOURCE. THE CITY OF MIDWEST CITY MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE AS TO THE CONTENT, ACCURACY, TIMELINESS OR COMPLETENESS OF ANY OF THE INFORMATION PROVIDED ON THIS MAP. ANY PARTY'S USE OR RELIANCE ON THIS MAP OR ANY INFORMATION ON IT IS AT THAT PARTY'S OWN RISK AND WITHOUT LIABILITY TO THE CITY OF MIDWEST CITY, ITS OFFICIALS OR ITS EMPLOYEES FOR ANY DISCREPANCIES, ERRORS OR VARIANCES THAT MAY EXIST.



Locator Map



**3/2020 NEARMAP AERIAL VIEW FOR  
PC-2050  
(SE/4, Sec. 31, T12N, R1W)**



THIS MAP IS A GENERAL INFORMATION PUBLIC RESOURCE. THE CITY OF MIDWEST CITY MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE AS TO THE CONTENT, ACCURACY, TIMELINESS OR COMPLETENESS OF ANY OF THE INFORMATION PROVIDED ON THIS MAP. ANY PARTY'S USE OR RELIANCE ON THIS MAP OR ANY INFORMATION ON IT IS AT THAT PARTY'S OWN RISK AND WITHOUT LIABILITY TO THE CITY OF MIDWEST CITY, ITS OFFICIALS OR ITS EMPLOYEES FOR ANY DISCREPANCIES, ERRORS OR VARIANCES THAT MAY EXIST.

2 **RESOLUTION NO. \_\_\_\_\_**

3 **A RESOLUTION APPROVING A SPECIAL USE PERMIT TO ALLOW THE USE OF**  
4 **COMMUNICATION SERVICES: TOWERS/ANTENNAS IN THE R-6 SINGLE FAM-**  
5 **ILY DETACHED RESIDENTIAL DISTRICT AND DIRECTING AMENDMENT OF**  
6 **THE OFFICIAL ZONING DISTRICT MAP TO REFLECT THE RECLASSIFICATION**  
7 **OF THE PROPERTY'S ZONING DISTRICT; AND PROVIDING FOR REPEALER**  
8 **AND SEVERABILITY**

9 **WHEREAS**, the Zoning Map of Midwest City, Oklahoma, 2010, shows the following described  
10 property with a classification of **R-6, Single Family Detached Residential**:

11 A tract of land lying in and being a part of the SE/4 of Section 31, Township 12 North,  
12 Range 1 West, Indian Base and Meridian and being further described in Book 9387, Page  
13 505, Deed Records of Oklahoma County, Oklahoma; Said tract of land being more par-  
14 ticularly described as follows:

15 Commencing at a PK Nail found for the Southwest corner of said SE/4; Thence N  
16 89°32'56" E on the South line of said SE/4, a distance of 749.83 feet to a point; Thence N  
17 00°27'04" W perpendicular to said South line, a distance of 141.00 feet to a 1/2" Iron Rod  
18 with cap set for the Southwest corner, said corner being the point of beginning; Thence  
19 continuing N 00°27'04" W a distance of 50.00 feet to a 1/2" Iron Rod with cap set for the  
20 Northwest corner; Thence N 89°32'56" E parallel to said South line, a distance of 50.00  
21 feet to a 1/2" Iron Rod with cap set for the Northeast corner; Thence S 00°27'04" E per-  
22 pendicular to said South line, a distance of 50.00 feet to a 1/2" Iron Rod with cap set for  
23 the Southeast corner; Thence S 89°32'56" W parallel to said South line, a distance of  
24 50.00 feet to the Point of Beginning, containing 2,500.00 square feet or 0.057 acres, more  
25 or less.

26 **WHEREAS**, it is the desire of the Midwest City Council to grant a Special Use  
27 Permit for said property.

28 **NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF MID-**  
29 **WEST CITY, OKLAHOMA COUNTY, STATE OF OKLAHOMA:**

30 That the above described property located in Midwest City, Oklahoma be and is  
31 hereby granted a Special Use Permit to allow the use of **Communication Services: Tow-**  
32 **ers/Antennas.**

33 **PASSED AND APPROVED** by the Mayor and Council of the City of Midwest City, Okla-  
34 homa, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

35 THE CITY OF MIDWEST CITY, OKLA-  
36 HOMA

\_\_\_\_\_  
MATTHEW D. DUKES II, Mayor

ATTEST:

\_\_\_\_\_  
SARA HANCOCK, City Clerk

**APPROVED** as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
HEATHER POOLE, City Attorney

August 24, 2020

To Whom It May Concern:

I own the property at 10624 E Reno and have received the notice of public hearing in the mail for the special use permit allowing communication services/towers/antennas across the street from my property.

I will not be able to attend the meeting but I would be against a tower being right across the street to look at everyday.

Feel free to reach me by phone if you have any questions.

Thank you,

A handwritten signature in blue ink that reads "Shelly Moore". The signature is written in a cursive style with a large, sweeping initial "S".

Shelly Moore

405-641-1553



August 24, 2020

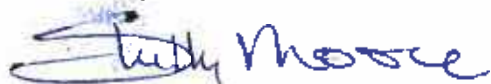
To Whom It May Concern:

I own the property at 10628 E Reno and have received the notice of public hearing in the mail for the special use permit allowing communication services/towers/antennas across the street from my property.

I will not be able to attend the meeting but I would be against a tower being right across the street to look at everyday.

Feel free to reach me by phone if you have any questions.

Thank you,



Shelly Moore

405-641-1553

**From:** Kat Johnson <katjohn1@airmail.net>  
**To:** Kellie Gilles <KGilles@midwestcityok.org>  
**Date:** 8/31/2020 10:40 PM  
**Subject:** Re: New cell phone tower proposal

Sorry , thanks for clarification , Reno / Westminster is a yes with me  
Be safe and healthy

Kat Johnson

> On Aug 31, 2020, at 4:13 PM, Kellie Gilles <KGilles@midwestcityok.org> wrote:  
>  
> Hello,  
>  
> We have two applications being heard tomorrow. Is your email in reference to the proposed tower at  
> Reno and Westminster or the one on Air Depot?  
>  
> Thank you,  
>  
> Kellie Gilles, AICP  
> Current Planning Manager  
> City of Midwest City  
> 405-739-1223  
>  
>>>> Kat Johnson <katjohn1@airmail.net> 8/31/2020 1:47 PM >>>  
> Kat Johnson is in favor of the new cell phone tower  
> 10433 SE 21st st  
> Midwest City 73130  
>  
>  
> Kat Johnson  
>  
>

**From:** Carol Oakley <coakley13@icloud.com>  
**To:** <kgilles@midwestcityok.org>  
**Date:** 8/31/2020 12:53 PM  
**Subject:** Cell phone tower at Newey Ranch

I am writing to show my support for the proposed AT&T cell phone tower at the Newey Ranch near Reno and Westminster.

We live on Oak Park Dr, close to Reno and Post and 99% of the time we only have one bar which is a very weak signal.

Just this past month there were 3 ambulances responding to emergencies on Oak Park Dr. The population of this entire neighborhood is predominantly, I would easily say 80% or more, over the age of 65+. With the rising cost of landlines, many have discontinued the use of house phones. We all need good cell signals to get help quickly.

PLEASE consider this and APPROVE the new cell tower.

Carol and Richard Oakley  
10005 Oak Park Dr  
Midwest City, OK. 73130  
(405) 650-1866

**From:** Ryan Nix <ryannix08@gmail.com>  
**To:** <kgilles@midwestcityok.org>  
**Date:** 8/31/2020 5:21 PM  
**Subject:** Cell Tower

To whom it may concern,

I would like for my voice to be heard in the subject matter in support of installing the new tower. Our cell service has continually gotten worse and now, in my back yard (Post & Reno junction) I can barely receive phone calls if I'm not connected through WiFi in the house. Please ensure this tower is installed.

Thank you,  
Ryan Nix  
10008 Oakpark Dr  
MWC

Sent from my iPhone



Mail Processing Center  
 Federal Aviation Administration  
 Southwest Regional Office  
 Obstruction Evaluation Group  
 10101 Hillwood Parkway  
 Fort Worth, TX 76177

Aeronautical Study No.  
 2020-ASW-1889-OE

Issued Date: 03/30/2020

Jeanette Oliver  
 AT&T (JO)  
 208 S Akard St.  
 Dallas, TX 75202

**\*\* DETERMINATION OF NO HAZARD TO AIR NAVIGATION \*\***

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure: Monopole Reno & Westminster (295039)  
 Location: Midwest City, OK  
 Latitude: 35-27-52.23N NAD 83  
 Longitude: 97-20-30.88W  
 Heights: 1203 feet site elevation (SE)  
 160 feet above ground level (AGL)  
 1363 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

- At least 10 days prior to start of construction (7460-2, Part 1)
- Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking/lighting are accomplished on a voluntary basis, we recommend it be installed in accordance with FAA Advisory circular 70/7460-1 L Change 2.

This determination expires on 09/30/2021 unless:

- (a) the construction is started (not necessarily completed) and FAA Form 7460-2, Notice of Actual Construction or Alteration, is received by this office.
- (b) extended, revised, or terminated by the issuing office.
- (c) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

**NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE E-FILED AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE. AFTER RE-EVALUATION OF CURRENT OPERATIONS IN THE AREA OF THE STRUCTURE TO DETERMINE THAT NO SIGNIFICANT AERONAUTICAL CHANGES HAVE OCCURRED, YOUR DETERMINATION MAY BE ELIGIBLE FOR ONE EXTENSION OF THE EFFECTIVE PERIOD.**

This determination is based, in part, on the foregoing description which includes specific coordinates, heights, frequency(ies) and power. Any changes in coordinates, heights, and frequencies or use of greater power, except those frequencies specified in the Colo Void Clause Coalition; Antenna System Co-Location; Voluntary Best Practices, effective 21 Nov 2007, will void this determination. Any future construction or alteration, including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA. This determination includes all previously filed frequencies and power for this structure.

If construction or alteration is dismantled or destroyed, you must submit notice to the FAA within 5 days after the construction or alteration is dismantled or destroyed.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

A copy of this determination will be forwarded to the Federal Communications Commission (FCC) because the structure is subject to their licensing authority.

If we can be of further assistance, please contact our office at (404) 305-6337, or [nick.goodly@faa.gov](mailto:nick.goodly@faa.gov). On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2020-ASW-1889-OE.

**Signature Control No: 430130081-434931983**

( DNE )

Nick Goodly  
Technician

Attachment(s)  
Case Description  
Frequency Data  
Map(s)

cc: FCC

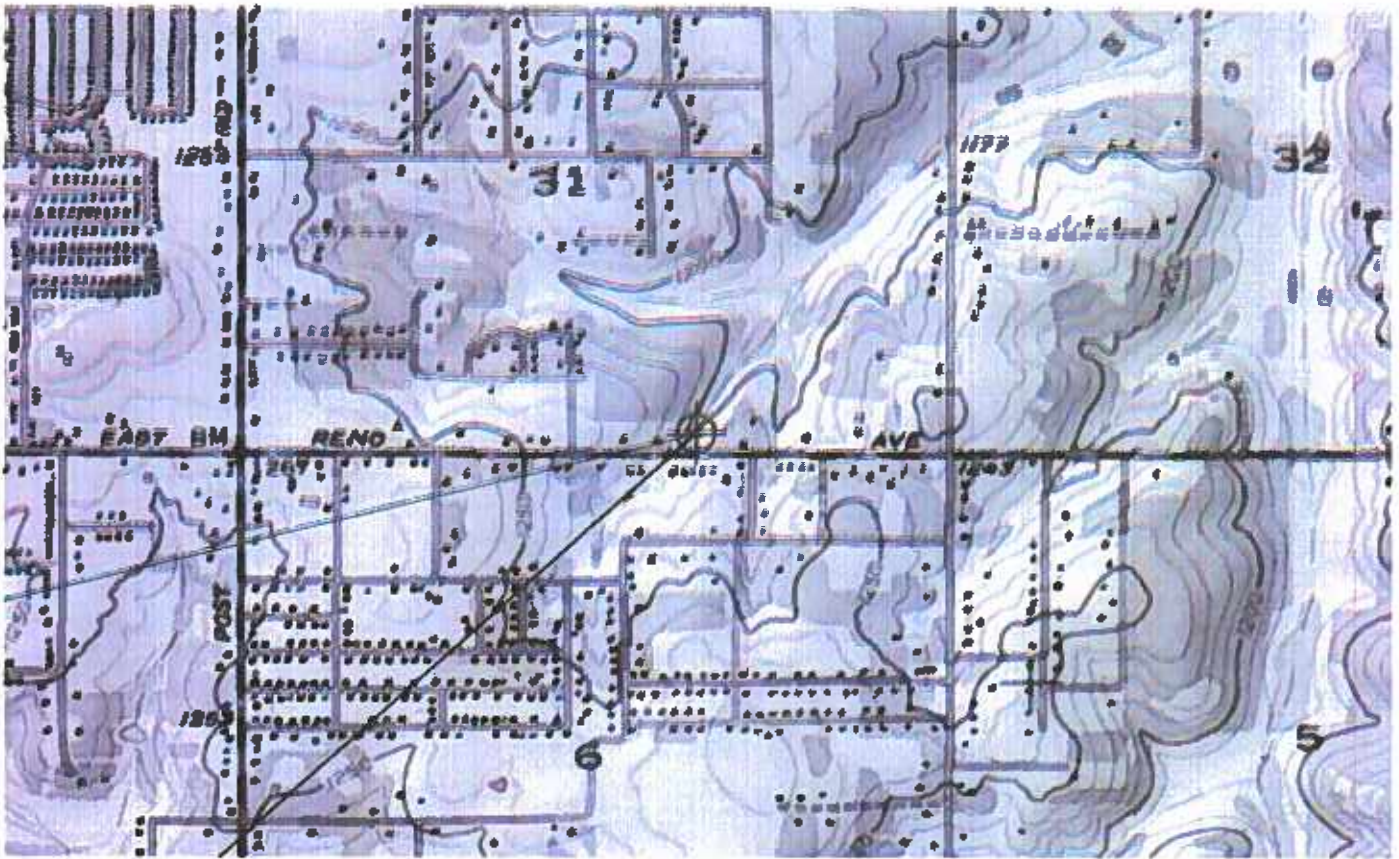
**Case Description for ASN 2020-ASW-1889-OE**

Applying for a new 160' proposed monopole.

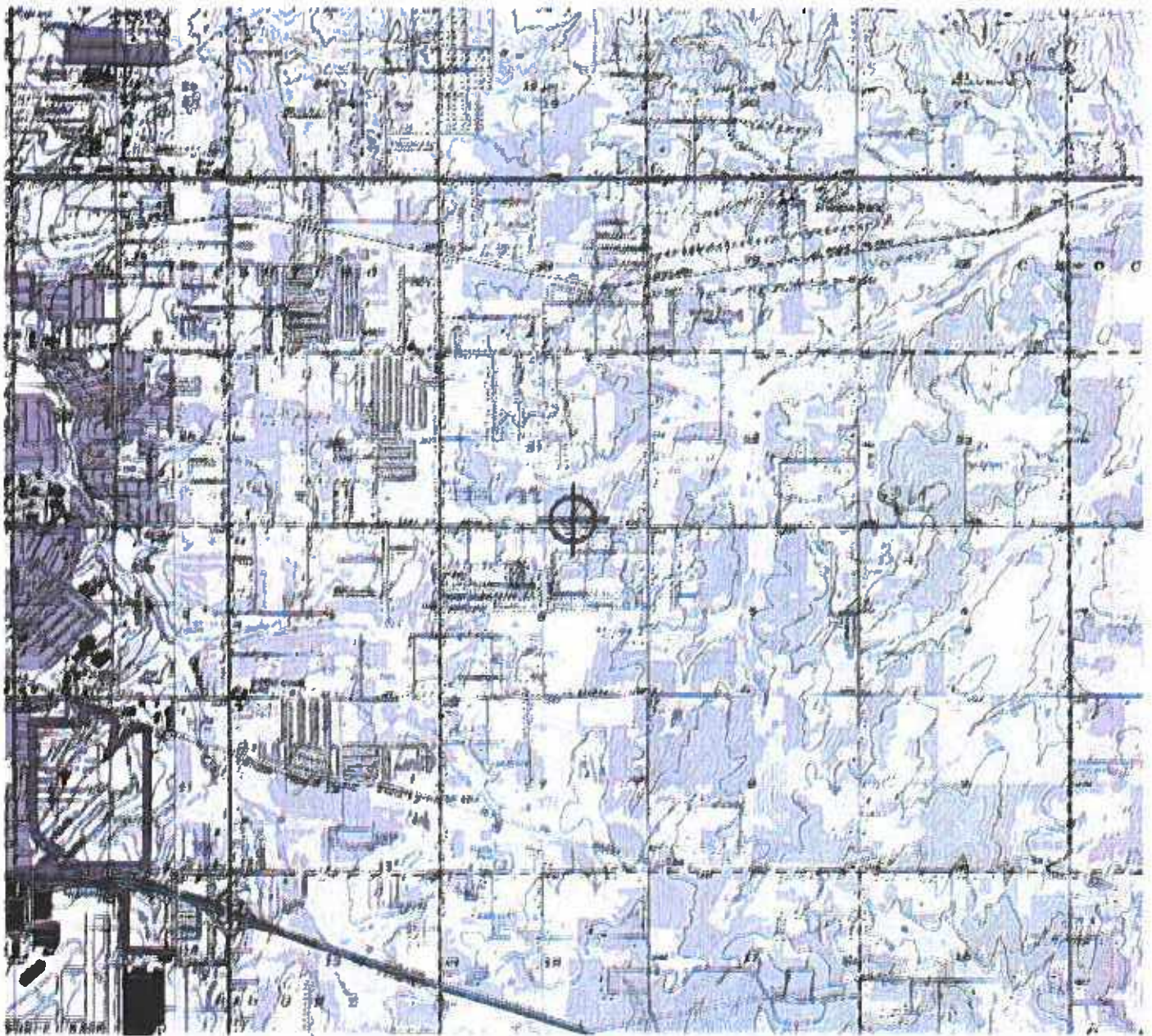
**Frequency Data for ASN 2020-ASW-1889-OE**

<b>LOW FREQUENCY</b>	<b>HIGH FREQUENCY</b>	<b>FREQUENCY UNIT</b>	<b>ERP</b>	<b>ERP UNIT</b>
6	7	GHz	55	dBW
6	7	GHz	42	dBW
10	11.7	GHz	55	dBW
10	11.7	GHz	42	dBW
17.7	19.7	GHz	55	dBW
17.7	19.7	GHz	42	dBW
21.2	23.6	GHz	55	dBW
21.2	23.6	GHz	42	dBW
614	698	MHz	1000	W
614	698	MHz	2000	W
698	806	MHz	1000	W
806	901	MHz	500	W
806	824	MHz	500	W
824	849	MHz	500	W
851	866	MHz	500	W
869	894	MHz	500	W
896	901	MHz	500	W
901	902	MHz	7	W
929	932	MHz	3500	W
930	931	MHz	3500	W
931	932	MHz	3500	W
932	932.5	MHz	17	dBW
935	940	MHz	1000	W
940	941	MHz	3500	W
1670	1675	MHz	500	W
1710	1755	MHz	500	W
1850	1910	MHz	1640	W
1850	1990	MHz	1640	W
1930	1990	MHz	1640	W
1990	2025	MHz	500	W
2110	2200	MHz	500	W
2305	2360	MHz	2000	W
2305	2310	MHz	2000	W
2345	2360	MHz	2000	W
2496	2690	MHz	500	W





**TOPO Map for ASN 2020-ASW-1889-OE**







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:** September 22, 2020

**Subject:** (PC – 2051) Discussion and consideration of approval of the proposed preliminary plat of The Curve, described as a part of the SW/4 of Section 8, T11N, R1W, located at 11004 SE 28<sup>th</sup> Street. Planning Commission continued this item to October.

During review of the preliminary plat as submitted, staff found that the proposed trail along SE 28<sup>th</sup> as identified in the Master Trails Plan did not meet the requirements of the Subdivision Regulations. At the Planning Commission meeting, the applicant brought forth a new proposal that had not been submitted to staff for review. There were also several concerned neighbors who spoke in opposition of this development.

The Subdivision Regulations require that the Planning Commission act on preliminary plat applications within 60 days of the date of application. The deadline for the 60-day action is September 27, 2020. The Planning Commission Chairman asked the applicant if he wanted the Commission to vote on the application or waive his right to the 60-day action to give staff time to review the new proposal for the trail and the applicant time to meet with the concerned neighbors. The applicant waived his right to 60-day action. The Planning Commission voted to continue this item to the October 6, 2020 Planning Commission meeting.

This item must be included in the September 22, 2020 City Council agenda as it was advertised for this date, however, as the Planning Commission has not acted on this item, this item should be continued to the October 27, 2020 City Council agenda.

**Action Required:** Action is at the discretion of the City Council.

A handwritten signature in black ink, appearing to read "Billy Harless".

Billy Harless, AICP  
Community Development Director

KG

The City of  
**MIDWEST CITY**

COMMUNITY DEVELOPMENT DEPARTMENT - ENGINEERING DIVISION

William Harless, Community Development Director

Brandon Bundy, P.E., C.F.M., City Engineer

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To: Kellie Gilles, Current Planning Manager

From: Brandon Bundy, City Engineer

Date: August 21<sup>st</sup>, 2020

Subject: Engineering staff comments for pc-2051 preliminary plat application

**ENGINEERING STAFF CODE CITATIONS AND COMMENTS - PC-2051:**

Note: This application is for a preliminary plat of The Curve located at 11004 SE 28<sup>th</sup> Street.

Section 38-18 in the Subdivision Regulations requires all existing and proposed utility lines and public improvements be reflected on the preliminary plat or accompanying plan. The proposed public utility line installations required with this application are shown on the plat, must be constructed and will be dedicated to the city prior to the final plat application.

**Water Improvements**

There is a twelve (12) inch public water main running along the north side of SE 28<sup>th</sup> Street and a twenty four (24) inch public water main runs along the west side of Westminster Road.

The applicant has proposed connecting to the existing waterline running along SE 28<sup>th</sup> Street and running along the road, Josie Circle, back to SE 28<sup>th</sup> Street; looping the system. The proposed extension will be a six (6) inch public waterline. The new six (6) inch public water main would then extend to all additional proposed lots as required in Municipal Code 43-32. The lines will be within the proposed right of way of the proposed streets.

Improvement plans for the water line extension shall be prepared by a registered professional engineer and be submitted to the City for review and approval and permitted by the Oklahoma Department of Environmental Quality. The extension will be constructed and accepted by the City prior to any application for final plat.

Connection to the public water supply system for domestic service is a building permit requirement per Municipal Code 43-32 for all new buildings.

**Sanitary Sewerage Collection and Disposal**

The proposed development does not have ready access to any Sanitary Sewer. The closest part of the system is to the northwest along Westminster Road. That line is an eight (8) inch line running north.

The applicant has proposed constructing a public sewer main extension from the nearest manhole and providing service to all of the proposed lots by extension of the eight (8) inch line running along proposed streets and behind the lots in block 2.

Improvement plans for the sanitary sewer extension shall be prepared by a registered professional engineer and be submitted to the City for review and permitted by the Oklahoma Department of Environmental Quality. The extension will be constructed and accepted by the City prior to any application for final plat.

Connection to the public sanitary sewer system for domestic service is a building permit requirement per Municipal Code Chapter 43-109 for all lots.

### **Streets and Sidewalks**

SE 28<sup>th</sup> Street is listed as a local road in the 2008 Comprehensive Plan. A right-of-way of 50 feet is required, 25 feet on each side of centerline with an additional ten (10) foot utility easement adjacent to the proposed development. It will be required to be dedicated on the final plat if not already existing.

SE 28<sup>th</sup> Street is currently a two (2) lane, 20 foot wide, uncurbed, asphalt roadway. This roadway does not meet current design standards for a local street. Municipal Code Chapter 38-45 required the developer bring SE 28<sup>th</sup> to current standards which includes appropriate width and surface, sidewalk, and curbing. This office will require that the widening is done with asphalt and a typical curb and gutter is used. It is suggested that the lane is overlaid with a 2" layer of asphalt to seal the longitudinal seam.

Westminster Road is listed as a secondary divided arterial in the 2008 Comprehensive Plan. A right-of-way of 100 feet is required, 50 feet on each side of centerline with an additional ten (10) foot utility easement adjacent to the proposed development. It will be required to be dedicated on the final plat if not already existing.

Westminster Road is currently a two (2) lane, 24 foot wide, uncurbed, asphalt roadway. This roadway does not meet current design standards for a secondary divided arterial but there are no provisions in the subdivision which require improvements.



Looking east on SE 28<sup>th</sup> Street. No Curb and Gutter or sidewalk. Note the poor condition of roadway surface.



Looking west on SE 28<sup>th</sup> Street. No Curb and Gutter or sidewalk. Note the poor condition of roadway surface.



Looking south at corner of SE 28<sup>th</sup> Street and Westminster Road. No Curb and Gutter or sidewalk. Note the poor condition of roadway surface.



Existing east entrance onto SE 28<sup>th</sup> Street.

The applicant proposes to construct one public street in a horseshoe configuration, Josie Circle. All the lots in the proposed development will front onto Josie Circle with limits of no access to those lots bordering Westminster Road. Additionally, the applicant proposed to make half street improvements along SE 28<sup>th</sup> Street the length of the proposed development.

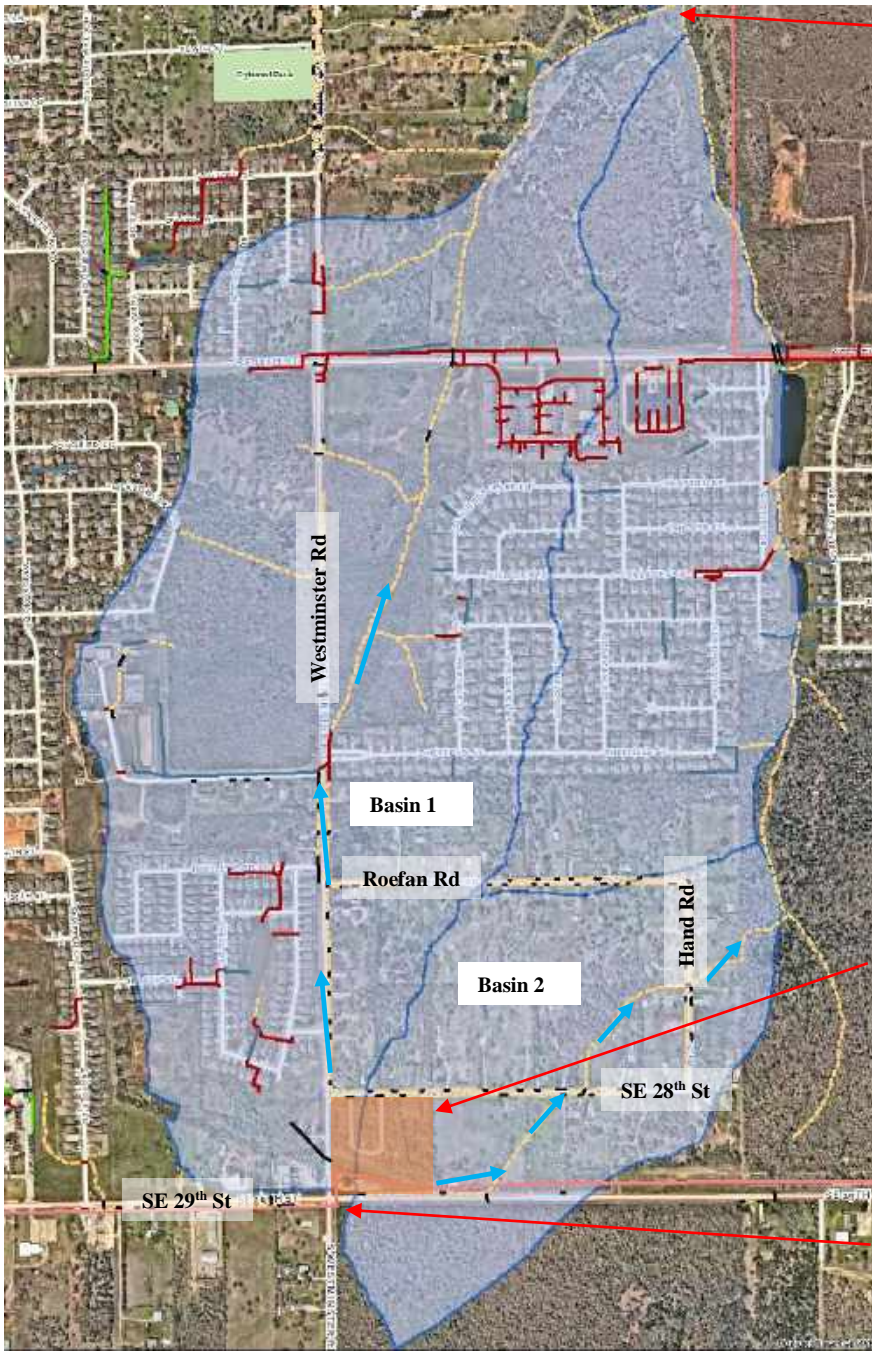
All improvements will include sidewalks. This sidewalk will be required to be built prior to the final plat application as per Section 38-47.2 or bonded to be completed later. Any work to the existing drives or sidewalk will be required to meet current Midwest City standard.

Improvement plans for the street and sidewalks must be prepared by a registered professional engineer and be submitted to staff for plan review and approval.

The comprehensive plan dictates the connection of internal streets within the square mile sections that are designated as future collector roads. The thoroughfare plan does not designate this area to contain a future collector road. The applicant proposes to construct Josie Circle so there are two points of access.

### **Drainage and Flood Control, Wetlands, and Sediment Control**

The proposed development is bisected by a ridge running south southwest. Two separate drainage subbasins exist on the property; the west side (BASIN 1) and the east side (BASIN 2). Both subbasins eventually flow into a tributary of Choctaw Creek.



Point where basins join

Proposed Development

Break line separating the basins

Basin 1 flows onto Westminster and thence north along the RIGHT OF WAY to an existing ditch flowing north northeast. It then crosses SE 15<sup>th</sup> Street and flows approximately 1/2 mile further north to where it intersects with another drainage (from Basin 2) and thence to the tributary.

Basin 2 flows largely through an existing pond on the property and then east via sheet flow across private property for ~500 feet to a natural drainage ditch. The ditch runs north northeast crossing under SE 28<sup>th</sup> Street and Hand Road before flowing into the drainage system retention ponds of Oakwood East. Those ponds outfall into a crossing at SE 15<sup>th</sup> Street and flows approximately 1/2 mile further north to where it intersects with the Basin 1 outfall.

Currently, the proposed development is undeveloped with no improvements other than a pond in the southeast corner.





Crossdrain downstream where water flows under SE 28<sup>th</sup> Street to the north northeast

The applicant has proposed two separate detention ponds to handle each drainage basin and a few areas where drainage would bypass the common system. The applicant has proposed the following improvements:

- A detention pond in the southwest portion serving Basin 1 would accept 1.71 acres (25% of the 6.77 total drainage acreage). The detention pond will outflow via a piped weir to the southwest corner of the property and onto Westminster Road right of way, just upstream of an existing cross drain. In construction plans we would ask that the development consider tying the systems together at a junction box.
- A detention pond in the southeast portion serving Basin 2 would accept 2.98 acres (44% of the 6.77 total drainage acreage). The detention pond will outflow via a piped weir to the southeast corner of the property and onto private property
- Bypass areas (31% of drainage acreage)
  - 0.45 acres are proposed to sheet flow directly onto Westminster Road right of way and into the city's existing ditch.
  - 1.64 acres are proposed to sheet flow directly to the neighboring property to the east.
    - The back yards of 4 Lots will be flowing directly to the east. Sheet flow will be required.
    - The back yards of 4 Lots on the south side are shown as bypass but via flowing across lots. This will not be allowed unless an improved (i.e. concrete) channel is provided for the lots to flow water across the lots. The end of improvement will need to have energy dissipation and allow for water to become distributed into more of a sheet flow.

The area of request has no identified flood zones or floodway as shown on the effective Flood Insurance Rate Map (FIRM) number 40109C0340H, dated December 18<sup>th</sup>, 2009.

The National Wetlands Inventory, [www.fws.gov/wetlands/data/Mapper.html](http://www.fws.gov/wetlands/data/Mapper.html) prepared by the United States Department of the Interior Fish and Wildlife Service, access August 11<sup>th</sup>, 2020 has the pond identified as a Freshwater Pond classified PUBHx. The applicant will be required to obtain the necessary permits or documentation from the Army Corps of Engineers in relation to the disturbance of the pond.

All future development on the proposed tracts must conform to the applicable requirements of Municipal Code Chapter 13, "Drainage and Flood Control."

Resolution 84-20 requires that developers install and maintain sediment and/or erosion controls in conjunction with their construction activities. Any proposed development must conform to the

100 N. Midwest Boulevard, Midwest City, Oklahoma 73110

Engineering Division (405) 739-1220 X FAX (405)739-1399

*An Equal Opportunity Employer*

applicable requirements of Municipal Code Chapter 43, "Erosion Control." Sediment control plans must be submitted to and approved by the city before any land disturbance is done on-site. The developer is responsible for the cleanup of sediment and other debris from drainage pipes, ditches, streets and abutting properties as a result of his activities.

### **Easements and Right-of-Way**

The required easements and existing right of way for the area of request are illustrated on the preliminary plat and will be dedicated to the city when the final plat is filed. All easements and right of way dedications are to comply with Municipal Code Sections 38-43, 38-44, and 38-45.

This includes a requirement for a future trail as identified in the Trail Master Plan per Municipal Code 38-52.8. **This requirement is for 30' of clear space behind the back of curb. Staff has brought this issue to the engineer on multiple occasions but the preliminary plat as presented does not comply. Therefore this application does not comply with our subdivision regulations. This requirement allows to preserve future trail corridors as adopted by the plan. Failure to recognize this requirement will require City resources in the future when a trail is developed.**



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:** September 22, 2020

**Subject:** (PC – 2051) Discussion and consideration of approval of the proposed preliminary plat of The Curve, described as a part of the SW/4 of Section 8, T11N, R1W, located at 11004 SE 28<sup>th</sup> Street. Planning Commission continued this item to October.

**Executive Summary:** This item is a request to subdivide a single parcel into twenty (20) individual parcels for single and two family residential development. The property is currently zoned R-2F, Two Family Attached Residential. This zoning does allow for the development of duplexes and single family homes. The applicant is proposing water, sewer and street extensions to serve all of the lots. No variances to any of the requirements of the Zoning Ordinance for development in the R-2F district will be allowed within this development. The Park Land Review Committee recommended approval of dedication of park land to be owned and maintained by the Homeowners Association. Tree preservation is required and a tree preservation plan has been submitted. The Trails Master Plan does identify a future trail across SE 28<sup>th</sup>. The



preliminary plat does not comply with the required trail. A preliminary plat for this area was approved in September of 2016, however, that plat expired in September of 2018 as construction plans and a final plat had not been submitted or approved. At the 9/1/2020 Planning Commission meeting, the applicant brought forth a proposal for the trail. The proposal had not been submitted to staff for review prior to the hearing. The applicant agreed to waive the Right to 60-day action to allow staff to review the proposal and

for the applicant to meet with concerned neighbors. The Planning Commission tabled the item to their October hearing. Action is at the discretion of the City Council.

**Dates of Hearing:** Planning Commission –September 1, 2020  
City Council – September 22, 2020

**Council Ward:** Ward 6, Rick Favors

**Applicant/Engineer:** Brad Reid, Crafton Tull

**Owner:** 643 Investments, LLC

**Proposed Use:** Nineteen (19) two-family residential lots and one (1) single family residential lot.

**Date of Application:** July 30,2020

**60 Day Planning Commission Action Date:** September 27, 2020

- The applicant waived his right to 60-day action at the September 1 Planning Commission meeting.

**Size:**

The area of request has a frontage along SE 28<sup>th</sup> Street of approximately 658 ft. and contains an area of approximately 7.47 acres.

**Zoning Districts:**

Area of Request – R-2F, Two-Family Residential  
North – PUD and R-6, Single Family Detached Residential  
East – R-6, Single Family Detached Residential  
West – I-2, Moderate Industrial  
South – Oklahoma City

**Land Use:**

Area of Request –vacant  
North – single family residence  
South and East– vacant land  
West – paving company

**Municipal Code Citation:**

2.8. R-2F, Two Family Attached Residential District

2.8.1 General Description

This district allows two family attached dwellings. The principal use of land is for two family attached dwellings with provisions for accommodating the sale of individual attached units.

Internal stability, attractiveness, order and efficiency are encouraged by providing for adequate light, air and open space for dwellings and related facilities and through consideration of the proper functional relationship and arrangement of each element.

38-18.1. Purpose

The purpose of a Preliminary Plat shall be to determine the general layout of the subdivision, the adequacy of public facilities needed to serve the intended development, and the overall compliance of the land division with applicable requirements of the Subdivision Ordinance

**History:**

1. This area was zoned R-MH-1 with the adoption of the 1985 and the 2010 Zoning Ordinances.
2. The area was rezoned from R-MH-1 to R-2F in May of 2016 (PC-1870)
3. A preliminary plat for the area of request was approved in September of 2016 (PC-1881) however, due to lack of progress, that approved preliminary plat expired.
4. The Planning Commission tabled this item at the September 1, 2020 meeting.

**Engineer's Comments:**

Note: This application is for a preliminary plat of The Curve located at 11004 SE 28<sup>th</sup> Street.

Section 38-18 in the Subdivision Regulations requires all existing and proposed utility lines and public improvements be reflected on the preliminary plat or accompanying plan. The proposed public utility line installations required with this application are shown on the plat, must be constructed and will be dedicated to the city prior to the final plat application.

Water Improvements

There is a twelve (12) inch public water main running along the north side of SE 28<sup>th</sup> Street and a twenty four (24) inch public water main runs along the west side of Westminster Road.

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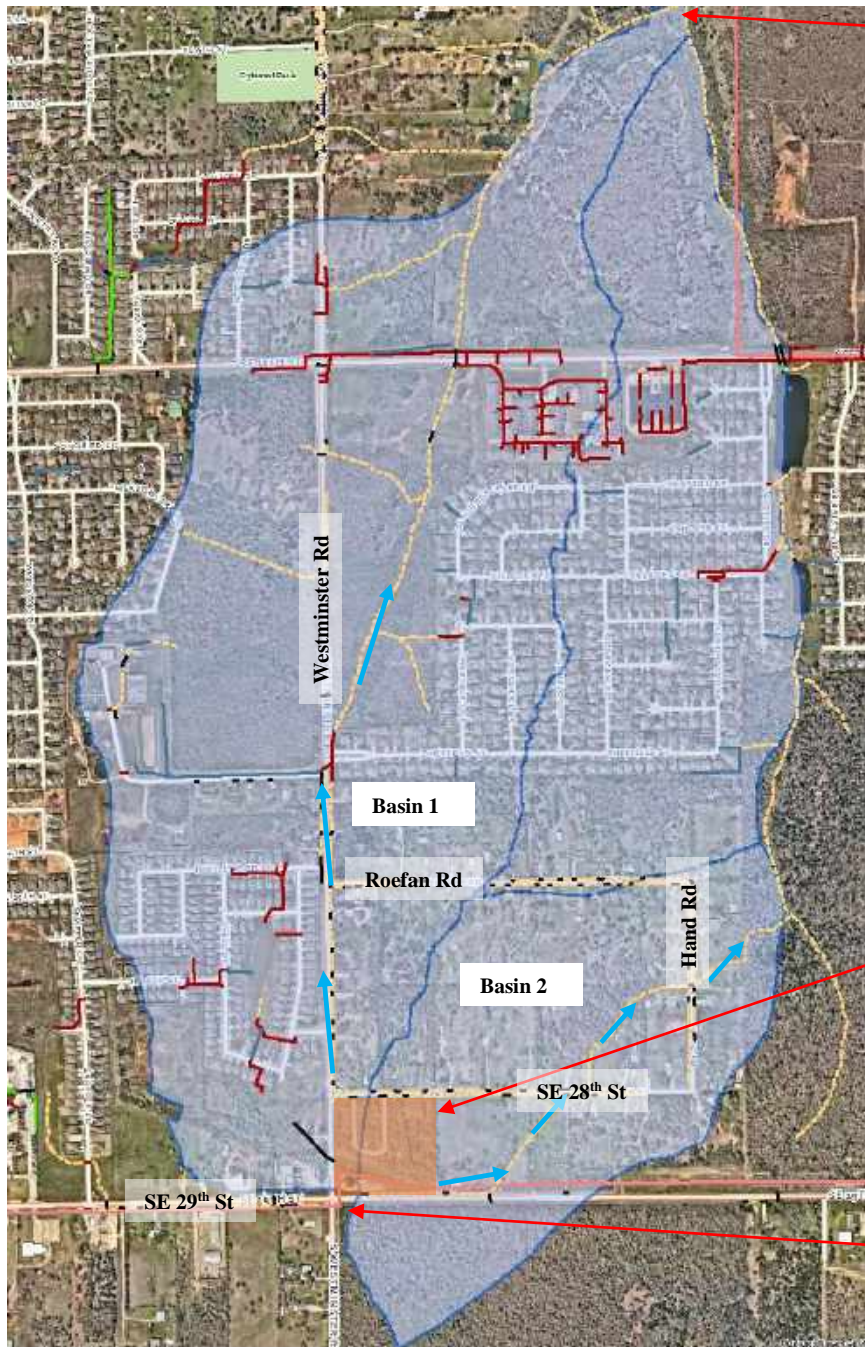
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#### Drainage and Flood Control, Wetlands, and Sediment Control

The proposed development bisects a ridge running south southwest. Two separate drainage subbasins exist on the property; the west side (BASIN 1) and the east side (BASIN 2). Both subbasins eventually flow into a tributary of Choctaw Creek.

September 22, 2020



Point where basins join

Proposed Development

Break line separating the basins

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All future development on the proposed tracts must conform to the applicable requirements of Municipal Code Chapter 13, "Drainage and Flood Control."

Resolution 84-20 requires that developers install and maintain sediment and/or erosion controls in conjunction with their construction activities. Any proposed development must conform to the applicable requirements of Municipal Code Chapter 43, "Erosion Control." Sediment control plans must be submitted to and approved by the city before any land disturbance is done on-site. The developer is responsible for the cleanup of sediment and other debris from drainage pipes, ditches, streets and abutting properties as a result of his activities.

#### Easements and Right-of-Way

The required easements and existing right of way for the area of request are illustrated on the preliminary plat and will be dedicated to the city when the final plat is filed. All easements and right of way dedications are to comply with Municipal Code Sections 38-43, 38-44, and 38-45.

This includes a requirement for a future trail as identified in the Trail Master Plan per Municipal Code 38-52.8. **This requirement is for 30' of clear space behind the back of curb. Staff has brought this issue to the engineer on multiple occasions but the preliminary plat as presented does not comply. Therefore, this application does not comply with our subdivision regulations. This requirement allows to preserve future trail corridors as adopted by the plan. Failure to recognize this requirement will require City resources in the future when a trail is developed.**

#### **Fire Marshal's Comments:**

- The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.
- Fire flow requirements and hydrant locations will be reviewed at a later date during the design and construction phase.
- All other requirements will be reviewed once design/construction plans have been submitted.

#### **Planning Comments:**

As mentioned in the executive summary, a preliminary plat for this area was approved in September 2016. Section 38-18.8 of the Subdivision Regulations states "The approval of a Preliminary Plat shall remain in effect for a period of two (2) years following the date of approval, during which period the applicant shall submit and receive approval for Construction Plans and a Final Plat for the land area shown on the Preliminary Plat." Following approval of the preliminary plat in 2016 construction plans were never approved and a final plat was never applied for meaning that plat approval has expired and a new application is required to move forward.

The purpose of this preliminary plat is to create nineteen (19) two-family residential lots and one (1) single family residential lot. The area of request is zoned R-2F, Two Family Attached Residential which does allow for the use of duplexes and single family homes. If this proposed subdivision is approved, all development will be required to meet the regulations for the R-HD district as stated in the Zoning Ordinance. These regulations include:

- The exterior of each home must be constructed of a minimum of 85% masonry materials, 100% facing the street
- 25' front setback, 20' rear setback, 7' side setbacks
- 50% maximum building coverage

- Minimum 5:12 roof pitch
- Two trees planted in front of the front building line for each lot

According to the calculations provided in the 2012 Subdivision Regulations, the applicant is required to provide .19 acres of parks and open space. The applicant is proposing two areas of park and open space containing a total of .42 acres of private park and open space to be maintained by the Homeowners Association. The HOA covenants must be provided to staff with the Final Plat application and provisions for care and maintenance of the park land/open space must be included. Lighting will be required within the park land area.

A portion of the proposed park land will also serve as detention for the development and must therefore meet the requirements of Section 38-49.4(D) of the Subdivision Regulations.

This section requires that the park land must adhere to the following considerations:

- Be located between a building and street or completely bound by streets
- Be viewable from public space
- Any slope of the pond area may not exceed 33%
- Accessible by patrons
- Contain a seating area, public area or fountain
- One tree or planter at least 16 square feet for every 200 square feet of open space and be located within or adjacent to the open space.

As required under section 38-53.4 of the 2012 Midwest City Subdivision Regulations, the applicant has prepared and submitted a Tree Canopy Management Plan. The applicant has chosen to pursue Option A which means that trees will be removed from areas dedicated for infrastructure such as utilities, drainage and the road. All other trees must remain throughout the platting process.

As the area of request has frontage on an arterial street, S. Westminster, Thoroughfare Screening is required by Section 38-46 of the Subdivision Regulations. The landscape plan shows a proposed 6' masonry wall along the back of the lots backing onto Westminster as well as landscaping of 13 Chinese Pistache trees.

Common area & drainage easement B identified on the preliminary plat is a flag-shaped lot which is prohibited in the Subdivision Regulations, however, this area was designed as such to meet engineering requirements for a secondary drainage easement as there are two drainage basins affecting the area of request. All of the lots intended for residential structures do meet the requirements for regular lot shapes.

As mentioned in the easements and right-of-way section above, there is a requirement for a future trail as identified in the Trail Master Plan per Municipal Code 38-52.8. **This requirement is for 30' of clear space behind the back of curb. Staff has brought this issue to the engineer on multiple occasions but the preliminary plat as presented does not comply. Therefore, this application does not comply with our subdivision regulations. This requirement allows to preserve future trail corridors as adopted by the plan. Failure to recognize this requirement will require City resources in the future when a trail is developed.**

Action is at the discretion of the Planning Commission and City Council.

**Action Required:** Approve or reject the preliminary plat of The Curve located on the property as noted herein, subject to the staff comments and found in the September 22, 2020 agenda packet and made a part of PC- 2051 file.

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Billy Harless, AICP  
Community Development Director

KG



## Midwest City Fire Marshal's Office

8201 E Reno Avenue, Midwest City, OK 73110  
[aduncan@midwestcityok.org](mailto:aduncan@midwestcityok.org) Office: 405-739-1355  
[www.midwestcityok.org](http://www.midwestcityok.org)



Re: PC - 2051

Date: 18 AUGUST 2020

PC-2051 is a request for plat on SE 29<sup>th</sup> and S. Westminster. Subdividing the already residential zoned area for duplexes.

- The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.
- Fire flow requirements and hydrant locations will be reviewed at a later date during the design and construction phase.
- All other requirements will be reviewed once design / construction plans have been submitted.

Respectfully,

A handwritten signature in black ink that reads "Ashley N. Duncan".

Ashley Duncan  
Fire Prevention Officer, FPE  
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

Applicant: Crafton Tull  
 Phone Number: \_\_\_\_\_  
 Address: 11044 SE 28<sup>th</sup> Street

**Preliminary Plat Requirements/Checklist - Engineering**

The preliminary plat shall be accompanied by a statement signed by the registered engineer preparing the plat that he has, to the best of his ability, designed the subdivision in accordance with the latest subdivision regulations and in accordance with the ordinances and regulations governing the subdivision of land.

<b>38-18</b>	<b>Preliminary Plat:</b>	<b>BB</b>
Administrative	North arrow, scale, date, and site location map	BB
Administrative	The total number of lots	BB
Administrative	The total area of development	BB
Administrative	The location of proposed lots, areas in Acres and Square Feet, and dimensions.	BB
Administrative 38-42.3(b)(3)	The location of property lines, existing easements, buildings, fences, cemeteries or burial grounds, and other existing features within the area to be subdivided and similar facts regarding existing conditions on immediately adjacent property.	BB
Administrative 38-42.3(b)(3)	The location of any natural features such as water courses, water bodies, flood hazard areas, tree masses, steep slopes, or rock outcroppings within the area to be subdivided and similar facts regarding existing conditions on immediately adjacent property.	None
Administrative 38-42.3(b)(3)	The location, width, and name of all existing or platted streets or other public ways (i.e. railroad and state-owned) within or immediately adjacent to the tract.	BB
Administrative	The location of all existing or abandoned oil or gas wells, oil or gas pipelines and other appurtenances associated with the extraction, production and distribution of petroleum products and all related easements on the site or on immediately adjacent property.	BB
13-18.2(c)	The applicant shall furnish with the application to the city a current title commitment issued by a title insurance company authorized to do business in Oklahoma, a title opinion letter from an attorney licensed to practice in Oklahoma, or some other acceptable proof of ownership, identifying all persons having an ownership interest in the property subject to the preliminary plat.	BB
Administrative	The legal metes and bounds of the property being developed.	BB
13-69.7(1)	The area of the preliminary drainage plan in acres shown at points where storm water enters and leaves the proposed subdivision, and where drainage channels intersect roadways and at junction points.	BB
13-69.7(3)	The location, size, and type of existing and proposed storm water control facilities including storm sewers, inlets, culverts, swales, channels and retention or detention ponds and areas. The approximate area in acres served by said facilities shall be shown.	BB
13-69.7(4)	Special structures such as dams, spillways, dikes or levees.	BB

Administrative	Location of Floodplain if adjacent or within development	None
Administrative	Location of Wetlands if adjacent or within development. If so, the developer is required to notify the Army Corp of Engineers.	Engineer sent letter to corp
Administrative 38-43.3(a)(1)	Show the location and size of water mains.	BB
Administrative 38-43.3(a)(1)	Show the location and size of wastewater mains.	BB
Administrative 38-43.3(a)(2)	Show the location and specifications for fire hydrant systems.	BB
Administrative	Finish floor elevations for all pad sites	BB
Administrative 13-69.7(2)	Drainage arrows on all lots showing the final grading and where the water will drain	BB
Administrative 38-54.3(c)(1) 38-54.3(d)(1) 38-54.4	Required retaining walls and retaining wall easements	Apparent issue is around lot 7, blk 2
Administrative	Existing contours with intervals not to exceed two (2) feet referenced to a United State Geological Survey or Geodetic Survey bench mark or monument.	BB
Administrative	Show the proposed street layout and right of ways.	BB
38-45.4(c)	All existing arterial streets and such collector and local streets as may be necessary for convenience of traffic circulation and emergency ingress and egress.	BB
38-45.4(d)	All access points to existing roadways and be of the required number.	BB
38-45.4(e)	The development shall have two (2) connections to adjacent properties.	Under 50 lots
38-45.4(n)	The names of all new proposed streets.	BB
38-45.4(o)	The development shall not have any proposed cul-de-sacs longer than five hundred (500) feet in length	None
38-47	The location and size of all proposed pedestrian crosswalks, bike trails, horse trails, or other supplementary movement systems.	BB
<b>38-18.2(a)(1)</b> <b>38-44.3(a)(2)</b>	<b>Preliminary stormwater management plan (SWMP)</b>	BB
38-44.3(e)(1)	A digital copy of the preliminary SWMP shall be submitted along with the preliminary plat.	BB
38-44.3(e)(2)	The preliminary SWMP shall be labeled as "Preliminary"	BB
38-44.3(e)(3)	The preliminary SWMP shall be signed, sealed, and dated by the professional engineer (P.E.) or shall contain a statement showing the professional engineer's name and license number and affirming the preliminary SWMP was prepared under the direction of the engineer and that the plan is preliminary	BB
38-44.3(b)(3)	If no preliminary drainage plan is required [only upon city engineer's approval, see 38-44.44 (b)(3)]: show existing drainage patterns, runoff coefficients, and the proposed changes to these items (before and after development)	BB
38-44.3(c)	The preliminary SWMP must comply with the Engineering Standards Manual and construction details and the Midwest City Code of Ordinances (e.g. chapters 13 and 43), including control/sediment plans	BB
<b>38-18.2(a)(2)</b> <b>38-44.4(a)(2)</b>	<b>Preliminary drainage plan</b>	BB

13-69.7(1)	The area of the preliminary drainage plan in acres shown at points where storm water enters and leaves the proposed subdivision, and where drainage channels intersect roadways and at junction points.	BB
13-69.7(3)	The location, size, and type of existing and proposed storm water control facilities including storm sewers, inlets, culverts, swales, channels and retention or detention ponds and areas. The approximate area in acres served by said facilities shall be shown.	BB
13-69.7(4)	Special structures such as dams, spillways, dikes or levees.	BB
38-44.4(c)(1)	The preliminary drainage plan shall show the watershed affecting the development and how the runoff from the fully-developed watershed will be conveyed to, through, and from the development.	BB
38-44.4(c)(2)	The preliminary drainage plan must comply with the Engineering Standards Manual and construction details and the Midwest City Code of Ordinances (e.g. chapters 13 and 43)	BB
38-44.4(d)(1)	Three (3) paper copies of the preliminary drainage plan	Electronic
38-44.4(d)(2)	The preliminary drainage plan shall be labeled as "Preliminary"	BB
38-44.4(d)(3)	The preliminary drainage plan shall be stamped by and dated by the engineer, professional	BB
<b>38-44.5</b>	<b>If the development proposed is adjacent to or within the 100-year floodplain the following are required:</b>	No floodplain
38-44.6(a)	No Development within a floodway.	No floodplain
38-44.6(b)(1)	All 100-year floodplains shall be maintained in an open natural condition	No floodplain
38-44.6(b)(2)(a)	The 100-year floodplain shall be dedicated on the final plat to the city as a single lot or may be owned and maintained by an HOA	No floodplain
38-44.6(b)(3)(b)	No portion of a single-family or two-family residential lot shall exist within the 100-year floodplain	No floodplain
38-44.5(b)(3)(c)	A fifteen-foot wide maintenance easement adjacent to the floodway	No floodplain
38-44.5(b)(3)(e)	All streets adjacent to a 100-year floodplain shall have a minimum ROW width of fifty (50) feet.	No floodplain
38-44.5(b)(3)(f)(2)	All streets adjacent to a 100-year floodplain shall have a minimum sixty (60) percent of the linear frontage	No floodplain
38-44.5(b)(3)(f)(3)(a)	Not more than one (1) cul-de-sac in a row adjacent to 100-year floodplain	No floodplain
38-44.5(b)(3)(f)(2)(b)(1)	A minimum fifty (50) percent of an adjacent cul-de-sac bulb shall be open to the 100-year floodplain and no residential lot shall encroach within the area between this line and the major creek.	No floodplain
38-44.5(b)(3)(f)(2)(b)(2)	An entry monument(s) or feature(s) as well as landscaping shall be provided at the end of the cul-de-sac and a pathway of a minimum twelve (12) feet in width shall be provided to the major creek	No floodplain
<b>38-18.2(a)(3)</b> <b>38-43.3</b>	<b>Preliminary utility plan (for this case shown on Site Development)</b>	BB
Administrative	The preliminary utility plan shall show the location and width of all adjacent utility easements	BB
38-38.43.2(2)	Width of all proposed utility easements	BB
38-43.3(a)(1)	The preliminary utility plan shall show the location and size of water mains.	BB
38-43.3(a)(1)	The preliminary utility plan shall show the location and size of wastewater mains.	BB



38-43.3(a)(2)	The preliminary utility plan shall include plans and specifications for fire hydrant systems.	BB
38-43.4(b)	All water and wastewater utilities including connections within the ROW or easements shall be vested to the city.	BB
38-43.4(d)	No utility or service lines shall cross another lot.	BB
38-43.4(e)	Any utility adjacent to non-city government roads shall be constructed outside that ROW and in a separate easement unless agreed upon by non-city owner and Midwest City	BB
<b>38-18.2(a)(5)</b>	<b>Preliminary site development plan</b>	BB
Administrative	Finish floor elevations for all pad sites	BB
Administrative 13-69.7(2)	Drainage arrows on all lots showing the final grading and where the water will drain (not to drain over more than adjacent lot)	BB
Administrative 38-54.3(c)(1) 38-54.3(d)(1) 38-54.4	Required retaining walls and retaining wall easements	Apparent issue is around lot 7, blk 2
Administrative	Existing contours with intervals not to exceed two (2) feet referenced to a United State Geological Survey or Geodetic Survey bench mark or monument.	BB
<b>38-18.2(a)(6)</b>	<b>Street layout plan (for this case shown on Site Development)</b>	BB
Administrative	The classification of every street within or adjacent to the development.	BB
38-45.4(b)	The streets within the development shall conform to the city's comprehensive plan.	BB
38-45.4(c)	The proposed street system shall extend all existing arterial streets and such collector and local streets as may be necessary for convenience of traffic circulation and emergency ingress and egress.	BB
38-45.4(d)	The street layout plan shall show all access points to existing roadways and be of the required number.	BB
38-45.4(e)	The street layout plan shall have two (2) connections to adjacent properties.	BB
38-45.4(n)	The street layout plan will have the names of all new proposed streets.	BB
38-45.4(o)	The street layout plan shall not have any proposed cul-de-sacs longer than five hundred (500) feet in length	None
<b>38-47</b>	<b>The location, size, and easements of all proposed pedestrian crosswalks, bike trails, horse trails, or other supplementary movement systems.</b>	<b>DOES NOT COMPLY</b>
<b>38-18.2 (a) (7)</b>	<b>Street signage and striping plan (for this case shown on Site Development)</b>	BB
Administrative	Proposed signage of development	BB
Administrative	Proposed striping if required	None
<b>38-18.2 (a) (9)</b>	<b>Other plans</b>	
<b>Administrative</b>	<b>If fee in lieu of improvements: include quantities and cost estimates</b>	
Engineering Comments and Recommendations:		
Associated Departments (Fire, Stormwater, and Utilities) Comments and Recommendations:		



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Applicant: Brad Reid  
 Phone Number: 787-6270

**Preliminary Plat Requirements/Checklist – Planning**

- Lot to be subdivided is less than 5 acres
- Lot to be subdivided has an area of more than 10,000 square feet

38-48.2	<b>Zoning Compliance</b>	
38-48.2	All lots shall conform to zoning district compliance.	KG
38-48.4	<b>Lot Shape</b>	
38-48.4 (A) (B)	Lots shall generally be rectangular in shape. Flag lots are prohibited. Irregular lots shall meet all width, frontage and setback requirements as required by the zoning ordinance.	Lots intended for residential structures do meet requirements. Common area & Drainage lot B is a flag lot but required for drainage purposes
38-48.5	<b>Lot Lines</b>	
38-48.5 (A) (1)	Side lot lines shall be at ninety degree angles or radial to street Right-of-Way lines to the greatest extent possible.	KG
38-48.5 (B) (1)	All lot lines shall align along County, school district and other jurisdictional boundary lines.	KG
38-48.6	<b>Lot Orientation Restrictions</b>	
38-48.6 (A)	No single-family, two-family or townhome lot shall front onto or have a driveway onto any Arterial Street.	KG
38-48.6 (B)	Lots are prohibited from backing to local streets.	KG
38-48.7	<b>Limits-of-No-Access – shown on preliminary plat</b>	
38-48.7 (A)(1)	Low Density lots shall not derive access from an Arterial Street.	KG
38-48.7 (A)(2)	Lots facing Collector Streets should be minimized to the fullest extent.	NA
38-48.8	<b>Lot Frontages</b>	
38-48.8 (A)(1)	Each lot shall have adequate access to a street by having frontage on a street that is not less than 35' at the street Right-of-Way line. This also applies to lots fronting onto an eyebrow or bulb portion of a cul-de-sac.	KG
38-48.8(B)(1)(a)	For single-family, two-family and townhomes, double frontage lots are prohibited from backing or having the side facing onto an Arterial Street without appropriate screening.	Thoroughfare Screening Required



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38-48.8(B)(1)(b)	Where lots back or side onto an Arterial Street, no driveway access is allowed onto the Arterial Street.	LNA Provided
38-48.8(B)(2)	For multifamily and nonresidential lots, if lots have frontage on more than one street, a front building line must be established for each street.	NA
38-48.8(B)(3)	Residential lots should face the front of a similar lot, park or open space.	KG
38-48.10	<b>Lot and Block Numbering</b>	
38-48.10(A)	All lots within each phase of a development are to be numbered consecutively within each block. Each block shall have alpha or numeric designations.	KG
38-48.11	<b>Building Lines</b>	
	Building lines along all streets shall be shown on the Preliminary Plats and shall conform with the minimum setbacks for front, side and rear yards as required by the zoning district.	KG
38-48.12	<b>Block Requirements</b>	
38-48.12(B)(1)	Blocks for residential uses shall not be longer than 1,800 feet measured along the center line of the block.	KG
38-48.12(B)(2)	When a block exceeds 600 feet in length, the Planning Commission may require a dedicated easement not less than 15 feet wide and a paved crosswalk not less than 4 feet wide to provide pedestrian access across the block.	NA

38-48.12(C)(1)	Blocks used for residential purposes should be of sufficient width to allow for two tiers of lots of appropriate depth.	KG
38-48.12(C)(2)	Exceptions to the prescribed block width shall be permitted for blocks adjacent to major streets, railroads or waterways.	NA
38-48.12(C)(3)	Blocks intended for business and industrial use should be of a width suitable for the intended use, with due allowance for off-street parking and loading facilities.	NA
38-48.14	<b>Subdivision Name Requirement</b>	
38-48.14(A)(1)	New subdivisions shall be named so as to prevent conflict or "sound-alike" confusion with names of other subdivisions.	KG
38-48.14(A)(2)	Subdivisions with similar names shall be located in proximity to each other.	KG
38-49.3	<b>Subdivision Amenities – Where amenities are proposed in conjunction with a development, such amenities shall be reviewed and approved in accordance with the following:</b>	
38-49.3(A)	Preliminary plans and illustrations, along with a written statement of such concepts, shall be submitted for review and approval with the Preliminary Plat.	Detention to serve as parkland – shown on plat Thoroughfare screening plan provided
38-49.3(B)	Plans for amenities shall then be incorporated into the screening plan and/or landscape plan for submittal as part of the construction plans.	Tree Pres. plan submitted
38-49.3(C)	Lighting plans for all outdoor amenities	Lighting required in common area



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38-49.3(D)	Plans for structural elements shall be sealed by a licensed Professional Engineer and shall be considered for approval by the City.	NA
38-49.4	<b>Design of Amenities</b>	
38-49.4(A)(1)(a)	Entry features shall be constructed entirely on privately owned property and shall not suspend over a public Right-of-Way.	NA- no entry Feature prop.
38-49.4(A)(1)(b)	Minor elements of an entry feature may be placed within an entry street median upon Plat approval, provided that such street median is platted as a non-buildable lot and dedicated to a HOA for private ownership and maintenance.	NA
38-49.4(A)(1)(c)	An entry feature having a water pond, fountain or other water feature shall only be allowed if approved by the Planning Commission and City Council during the plat review process.	NA
38-49.4(A)(1)(d)	No entry feature, other than screening walls or extensions of screening walls, may be constructed on any portion of a single-family, two-family or townhome	NA
38-49.4(A)(1)(e)	All such features shall be constructed on lots that are platted as "non-buildable" lots and dedicated to a HOA for private ownership and maintenance.	NA
38-49.4(A)(2)	Entry features shall not encroach into the visibility triangle or otherwise impair pedestrian or vehicular visibility.	NA
38-49.4(A)(3)	The maximum height for entry features and structures shall be the maximum height of the governing zoning district as measured from the nearest street or sidewalk grade.	NA
38-49.4(B)	If private recreation facilities are provided, they shall be centrally located within the overall development to the greatest extent possible.	Private park land is centrally located
38-49.4(C)	All outdoor amenities shall provide appropriate lighting.	Lighting required in park land/detention
38-49.4(D)	A detention or retention pond shall be considered an amenity if it meets the following design considerations:	KG
38-49.4(D)(1)	Located between the building and street or completely bounded by streets	KG
38-49.4(D)(2)	Viewable from public space	KG
38-49.4(D)(4)	Accessible by patrons	KG
38-49.4(D)(5)	Seating area, public art or fountain	Will be required
38-49.4(D)(6)	One tree or planter at least 16 square feet for every 200 square feet of open space, and be located within or adjacent to the open space.	Will be required
38-50.2	<b>Homeowners' Association (HOA) Applicability</b>	
38-50.2(A)	Any one or more of the following elements created as part of a development shall require formation of a HOA prior to recordation of a final plat in order to maintain the amenity or facility:	KG
38-50.2(A)(1)	Amenity	KG



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38-50.2(A)(2)	100-year Floodplain	NA																					
38-50.2(A)(3)	Private streets	NA																					
38-50.2(A)(4)	Thoroughfare screening	KG																					
38-50.2(A)(5)	Detention or retention ponds	KG																					
38-50.2(A)(6)	Private park	KG																					
38-51.2	<b>Applicability of Parks and Open Space Dedication</b>																						
This shall apply to all residential subdivision plats having a dwelling unit density of greater than one unit per net acre																							
38-51.5(A)	The acreage to be contributed concurrent with the final approval by the City Council of any residential subdivision plat shall be determined by the following formula: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Two acres</td> <td style="width: 15%;">X (multiplied by)</td> <td style="width: 30%;">Each 1,000 persons projected to occupy the fully developed subdivision</td> <td style="width: 5%;">=</td> <td style="width: 35%;">Amount of land to be contributed</td> </tr> <tr> <td colspan="5" style="text-align: center;">Which is</td> </tr> <tr> <td>.002 acres</td> <td>X (multiplied by)</td> <td>Number of person per dwelling unit</td> <td>X (multiplied by)</td> <td># of dwelling units projected for subdivision</td> </tr> <tr> <td colspan="4"></td> <td>=</td> <td>Amount of land to be contributed</td> </tr> </table>	Two acres	X (multiplied by)	Each 1,000 persons projected to occupy the fully developed subdivision	=	Amount of land to be contributed	Which is					.002 acres	X (multiplied by)	Number of person per dwelling unit	X (multiplied by)	# of dwelling units projected for subdivision					=	Amount of land to be contributed	.19 acres required
Two acres	X (multiplied by)	Each 1,000 persons projected to occupy the fully developed subdivision	=	Amount of land to be contributed																			
Which is																							
.002 acres	X (multiplied by)	Number of person per dwelling unit	X (multiplied by)	# of dwelling units projected for subdivision																			
				=	Amount of land to be contributed																		
38-51.6	<b>Suitability of land</b>																						
38-51.6(A)(1)	The dedicated land should form a single parcel or tract of land at least 3 acres in size unless the Parkland Review Committee determines that a smaller tract would be in the public interest.	NA – entire subdivision is only 7.47 acres																					
38-52.3	<b>Design requirements for parks and open space</b>																						
38-52.3(A)	Parks and open spaces shall be bounded by a street or by other public uses.	KG																					
38-52.3(B)(1)	Single-family and two-family residential lots shall be oriented such that they front or side onto parks and open spaces but do not back to them.	KG																					
38-52.3(B)(2)	Residential lots shall only be allowed to back onto a park or open space when:	NA																					
38-52.3(B)(2)(a)	A trail is provided within the related park or open space.	NA																					
38-52.3(B)(2)(b)	The sites physical character does not reasonably accommodate an alternative design or the layout of the subdivision complements the use of the use of park or open space (e.g., lots backing to a golf course.)	NA																					
38-52.3(C)(1)	A proposed development adjacent to a park of open space shall not be designed to restrict public visibility or reasonable access from other area developments.	NA																					
38-52.3(C)(2)	Street connections to existing or future adjoining subdivisions shall be required to provide reasonable access to parks and open space areas.	NA																					
38-52.3(D)(1)	Where a non-residential use must directly abut a park or open space area, the use shall be oriented such that it sides, and does not back onto the park or open space area if at all possible	NA																					
38-52.3(D)(2)	Nonresidential uses shall be separated from the park or open space by a minimum 6 foot tall decorative metal fence with an irrigated living screen.	NA																					



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38-52.3(E)	Alleys should not be designed to encourage their use as a means of vehicular, bike or pedestrian travel to the park.	NA
38-52.3(F)(1)	Public access into parks and open spaces shall not be less than 50' in width at the public Right-of-Way line, at the street curb, and at any other public access point.	KG – private park dedicated to HOA
38-52.3(F)(2)	Such access shall not be part of a residential lot or other private property.	KG
38-52.8	<b>Hike-and-Bike Trail Requirements</b>	
38-52.8(B)	Hike-and-Bike trails, especially those providing access too and along 100-year Floodplains and other open spaces, shall be in accordance with the following design criteria:	
38-52.8(B)(1)	A minimum 30' wide level ground surface shall be provided for a 10' wide public hike-and-bike trail. The 30' wide level ground surface (compliant with ADA) may be provided within and/or outside of the 100-year floodplain.	DOES NOT COMPLY
38-52.8(B)(2)	The Right-of-Way of a public street may count towards the 30' wide, ADA compliant level ground surface upon approval from the Director of Community Services.	30' ROW provided but will not serve as adequate trail
38-52.8(B)(4)	The hike-and-bike trail shall be designed to minimize visibility blind spots from public streets for public safety purposes.	KG
38-52.8(C)(1)	The Director of Community Services shall have the authority to determine the placement of a public hike-and-bike trail at the time of the preliminary plat review and approval.	Placement is identified in Trails Master Plan
38-52.8(C)(2)	The location of such trails shall be safe and economical.	KG
38-52.8(C)(3)	No development shall interrupt future trail routes or otherwise hinder efficient public access to or from an existing or future planned trail.	KG
38-52.8(D)(1)	The location of trails within developments adjacent to or within a 100-year Floodplain recognized on the Trails Master Plan shall be coordinated with the Director of Community Services and shall be staked in the field by the developer and approved by the Director of Community Services prior to the submittal of a preliminary plat.	NA – no floodplain
38-52.8(D)(2)	The location of the trail shall be specified on the preliminary plat as the approved location for the hike-and-bike trail, and an easement for such shall be shown on the preliminary plat and final plat for any portions of the trail that traverse private property.	Trail is not specified on Prelim Plat
38-52.8(E)	When development is adjacent to an undeveloped property, a pedestrian access stub-out in conjunction with a street connection to the edge of the development shall be required to allow for future access between developments as indicated on the Trails Master Plan.	Stub-out would be required
38-53.4	<b>Tree Canopy Management Plan</b>	
38-53.4	A Tree Canopy Management Plan shall be required as part of the preliminary plat. <b>This only applies to sites five acres or larger.</b>	KG



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38-53.5(B)(1)	The applicant shall prepare a Tree Canopy Management Plan and shall submit the plan as part of the preliminary plat application.	KG
38-53.5(B)(2)	Within the Tree Canopy Management Plan, the applicant shall provide the following information:	KG
38-53.5(B)(2)(a)	Pre-development tree canopy coverage (as determined by the City)	KG
38-53.5(B)(2)(b)	Post-development tree canopy coverage (as determined by the applicant)	KG
38-53.5(B)(2)(c)	Visual identification of tree canopy to be removed.	KG
38-53.5(C)(1)	Tree Canopy Management Plan shall be reviewed by the Director of Community Development for compliance with all standards.	KG
38-53.5(C)(2)	After reviewing the Tree Canopy Management Plan, the Director of Community Development shall make a recommendation to the Planning Commission and City Council. The Director must act within 30 days of the official filing date of the preliminary plat application.	KG – management plan meets code
38-53.6	<b>Tree Preservation Requirements</b>	
38-53.6(A)	Option A (Standard Option) – Only trees in the following areas may be removed:	KG
38-53.6(A)(1)	The Tree Canopy or any tree located within any street Right-of-Way may be removed.	KG
38-53.6(A)(2)	The Tree Canopy or any tree located within any area dedicated for water, wastewater, drainage and other similar infrastructure needs may be removed.	KG
38-53.6(A)(3)	The Tree Canopy or any tree located within any area required by the subdivision ordinance for a site feature, such as a screening wall, may be removed.	KG
38-53.6(B)	Option B (Alternative Compliance)	NA
38-53.6(B)(1)	The applicant may elect to develop a site using the Residential Cluster Development option.	NA
38-53.6(B)(2)	In the design of the Tree Canopy Management Plan, if a Residential Cluster Development Option is used, only the Tree Canopy or trees within the designated open space areas shall be preserved.	NA
38-53.7	<b>Tree Mitigation Plan – Required if trees are removed prior to approval of a Tree Canopy Management Plan</b>	NA
38-53.7(B)(2)	Tree Mitigation Requirements:	NA
38-53.7(B)(2)(a)	The applicant shall calculate the area of Tree Canopy that should have been preserved under Option A or Option B.	NA
38-53.7(B)(2)(b)	The resulting calculation shall be the amount of Tree Canopy that shall be restored.	NA
38-53.7(B)(2)(c)	Replacement trees shall be required to cover an area equal to the calculated restoration area.	NA
38-53.7(B)(2)(d)	The applicant shall calculate the number of replacement trees needed to cover the calculated restoration area.	NA



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38-53.7(B)(2)(e)	In calculating the area for replacement trees, the mature size of replacement trees shall be used.	NA
38-53.7(B)(2)(f)	In calculating the area for replacement trees, only large trees shall be used.	NA
38-53.7(B)(2)(g)	Tree Canopy coverage at maturity is to be obtained through the planting of 2.5 inch caliper trees at spacing that will meet the calculated restoration area.	NA
38-53.7(B)(2)(h)	Replacement trees shall be a minimum 2.5 inch caliper trees.	NA
38-53.7(B)(2)(i)	Replacement trees shall be planted at spacing that will meet the calculated restoration area.	NA
38-53.7(B)(2)(j)	The Tree Canopy Management Plan shall show graphically the location of each replacement tree.	NA
38-53.7(B)(2)(k)	The number of replacement trees shall be shown in a tabular format and indicated the tree species and area of coverage assumptions for each tree species at maturity.	NA
38-53.7(B)(2)(l)	Replacement trees shall be planted prior to the approval of a final plat.	NA
38-53.7(B)(3)	Alternative Tree Mitigation Requirements	NA
	<b>Administrative</b>	
	One digital copy of the preliminary plat	KG
	Three 24x36 copies of the preliminary plat to scale	KG
	Name of subdivision centered at the top of the preliminary plat.	KG
	Name of city, county, state, section, township and range centered and printed at the top of the preliminary plat.	KG
	Name and address of the owner of record, the subdivider, the owners engineer and the registered surveyor preparing the plat.	KG
	Legal description of the property to be subdivided, including the acreage and number of proposed lots in the subdivision.	KG
	Key map showing the location of the property to be subdivided referenced to existing or proposed arterial streets or highways.	KG

**Preliminary Plat Requirements/Checklist - Zoning**

5.14.1	<b>Lot Variety Required (required for areas 5 acres or larger)</b>	NA
5.14.1(A)	Applicability – This section only applies to single-family residential developments of 5 acres or larger.	NA
5.14.1(B)(1)	15% of lots within a development shall be larger than the minimum lot size. Lots shall be increased at least 20% of the minimum lot size.	NA

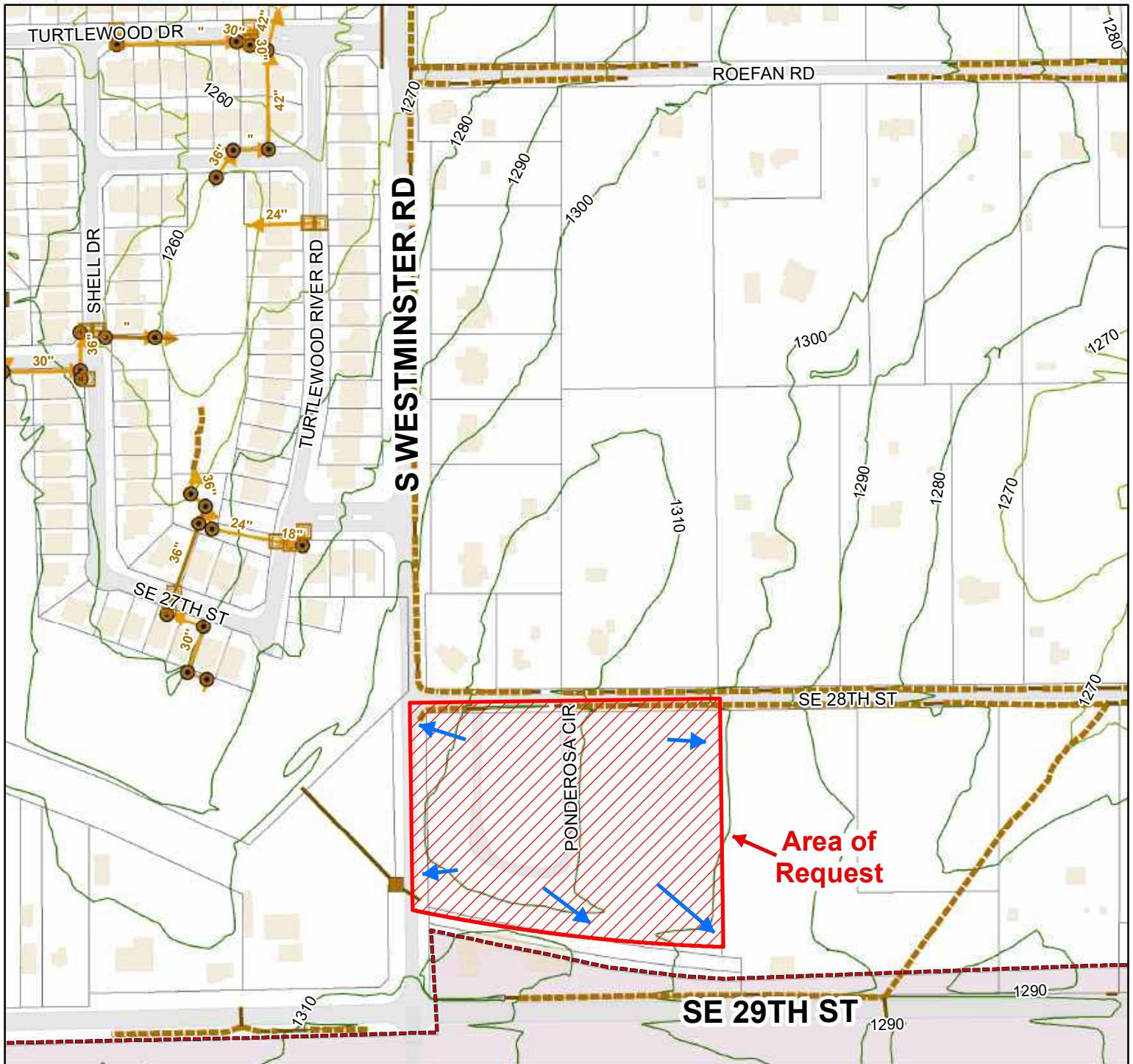




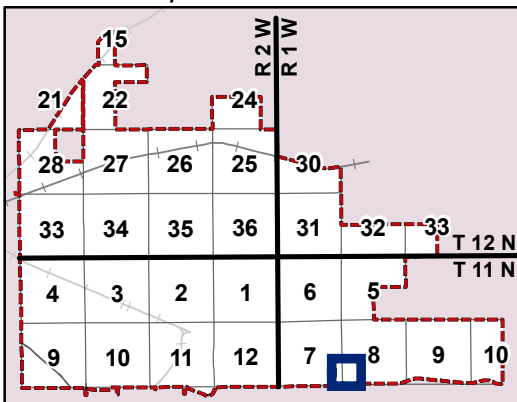
The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT  
CURRENT PLANNING DIVISION

5.14.1(B)(2)	15% of lots within a development may be smaller than the minimum lot size. Lot sizes shall not be reduced greater than 20% of the minimum lot size.	NA
5.14.1(C)	Single-family lots shall not be smaller than 6,000 square feet.	KG
5.14.1(D)	Lots of various sizes shall be evenly distributed throughout a development.	NA

Additional Notes:



Locator Map



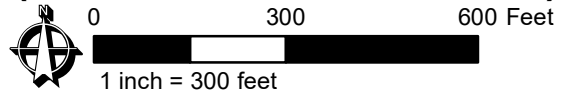
- Drainage Legend**
- Curb Inlets
  - Inlets
  - Junction Box
  - Culverts
  - Flumes
  - Developed Channels
  - Trickle Channels
  - Undeveloped Channels
  - Storm Lines
  - Creeks
- ELEVATION**
- 1166-1204 ft
  - 1204-1228 ft
  - 1228-1250 ft
  - 1250-1278 ft
  - 1278-1324 ft

**2009 FEMA Floodplains**

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

**DRAINAGE LOCATION MAP FOR PC-2051**

**(SW/4, Sec. 8, T11N, R1W)**

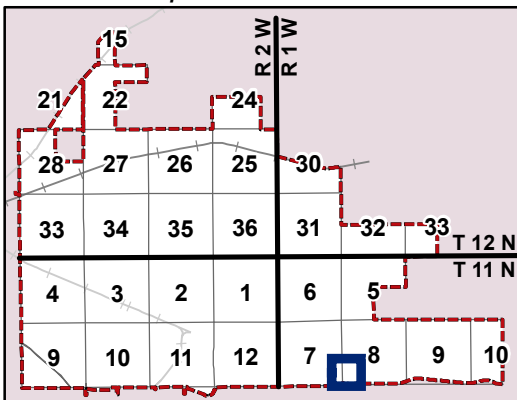


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Copyright nearmap 2015

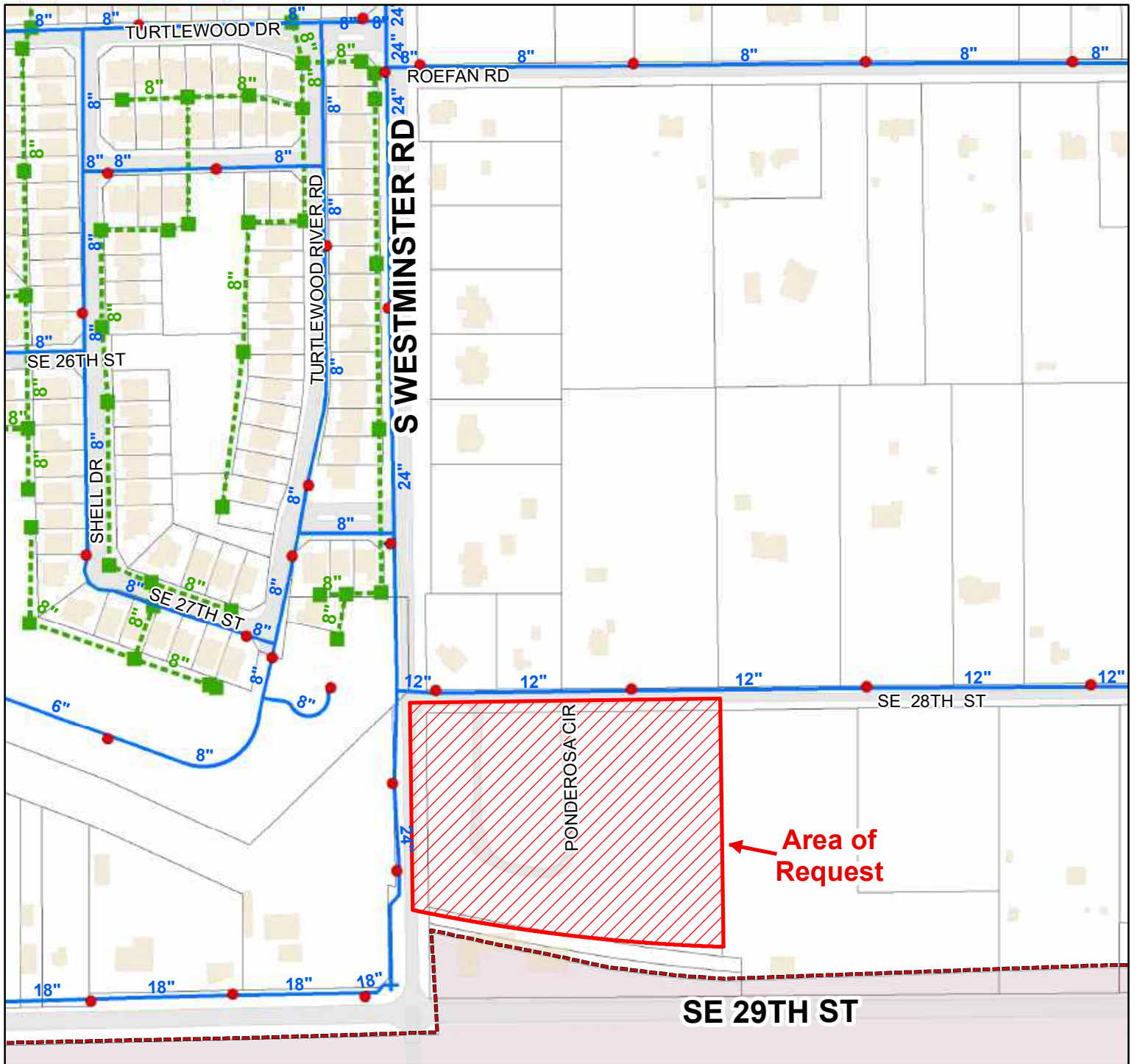
Locator Map



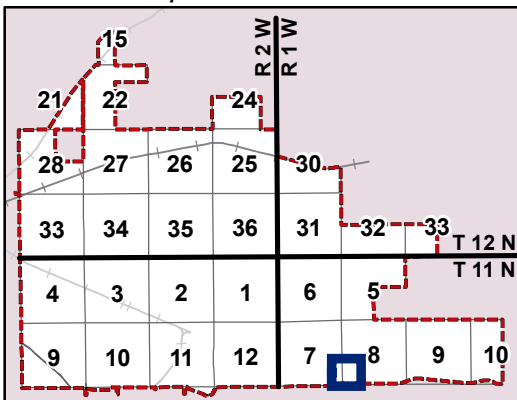
**3/2020 NEARMAP AERIAL VIEW FOR  
PC-2051  
(SW/4, Sec. 8, T11N, R1W)**



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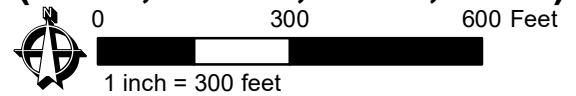
Locator Map



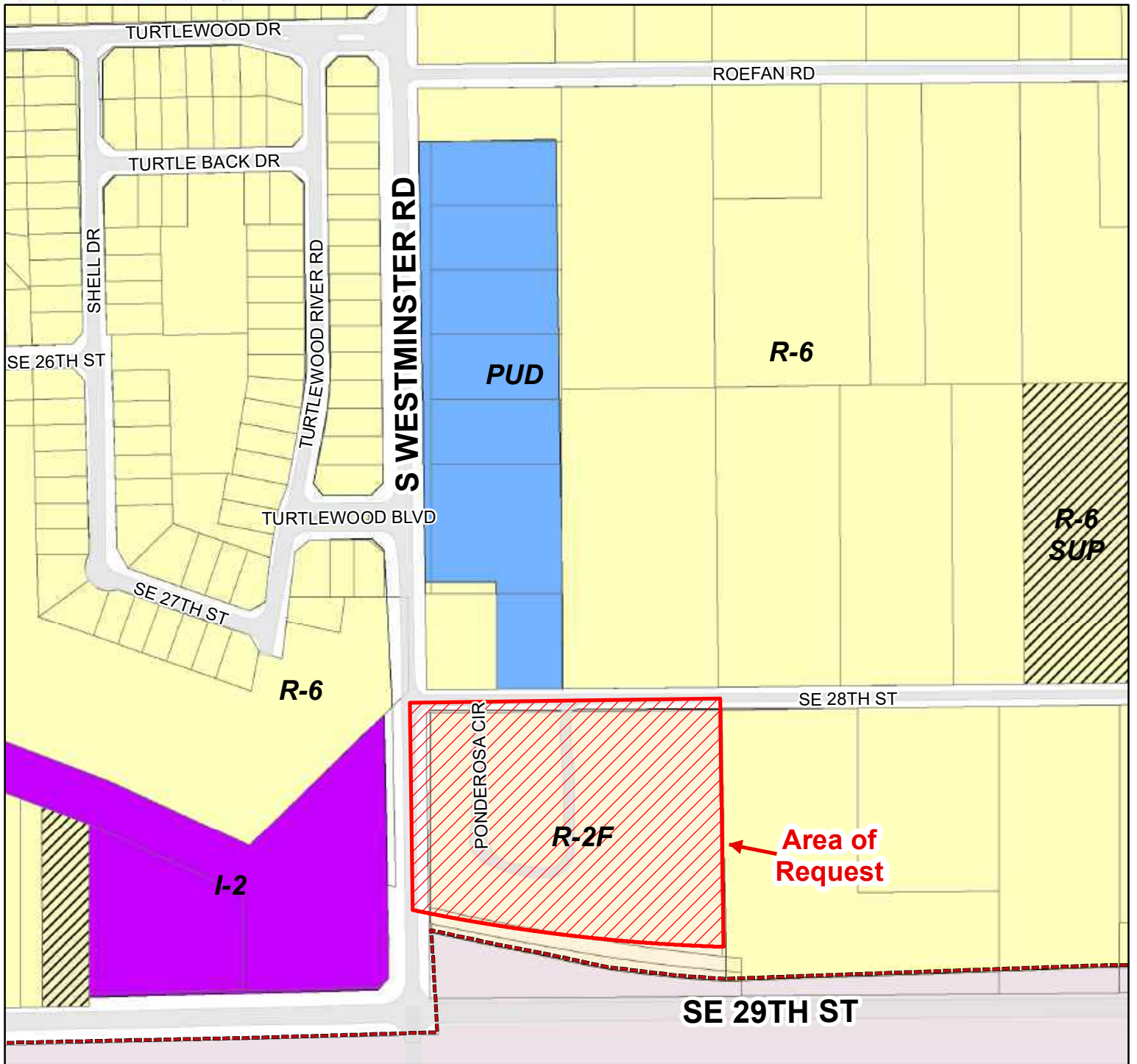
**Water/Sewer Legend**

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

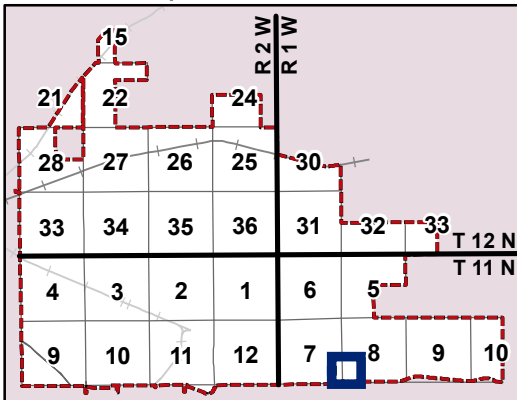
**WATER/SEWER LINE  
LOCATION MAP FOR  
PC-2051  
(SW/4, Sec. 8, T11N, R1W)**



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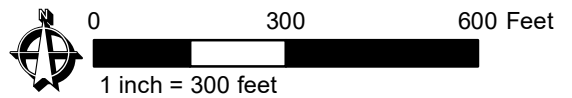
Locator Map



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-2051  
(SW/4, Sec. 8, T11N, R1W)**



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**THE CURVE**  
MIDWEST CITY, OKLAHOMA

Key Plan

Date	Revision	Drawn

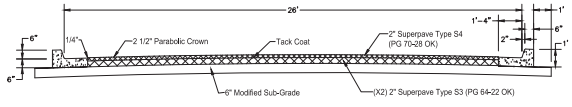
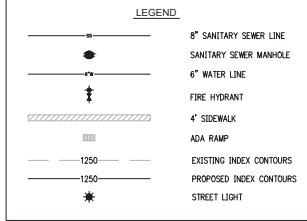
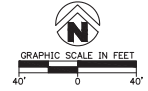
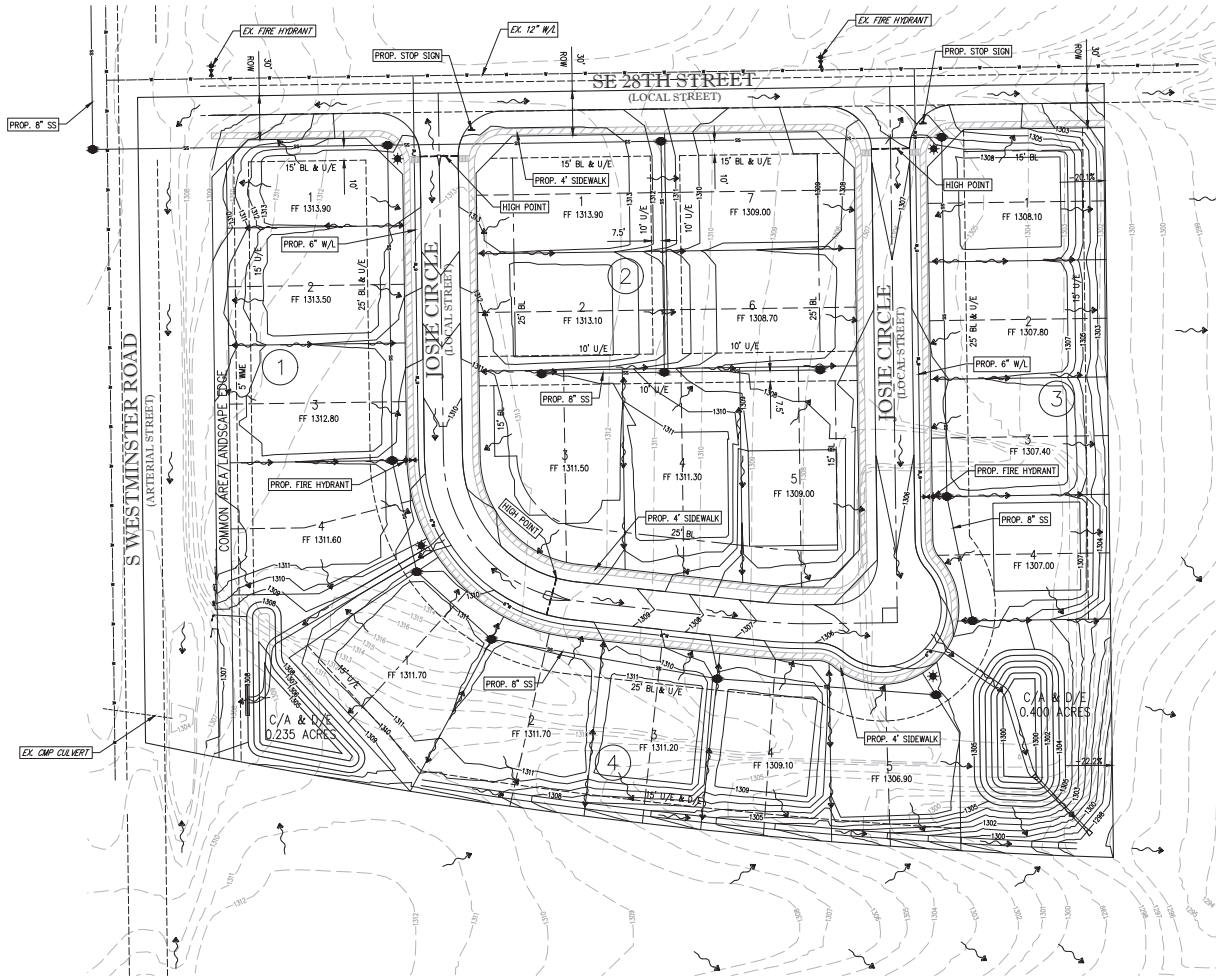
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PROJECT NO: 2002700  
DATE: 07/24/2019  
DESIGNED BY: MARK REEDS  
CHECKED BY:

PRELIMINARY PLANS

© 2019 Crafton, Tull & Associates, Inc.  
SITE DEVELOPMENT PLAN

C-101



**TYPICAL STREET SECTIONS (ASPHALT)**

LOCAL RESIDENTIAL AND COMMERCIAL STREET

**NOTE:**  
The compacted thickness of each Asphalt Lift may not exceed 3 inches.







August 20, 2020

# Preliminary Drainage Report

Prepared for:

## The Curve

Submitted to:

City of Midwest City  
Engineering Division  
100 N. Midwest Boulevard  
Midwest City, OK 73110



**CT JOB NO.** 206079-00



Prepared by:  **Crafton Tull**

300 Pointe Parkway Boulevard | Yukon, OK 73099 | 405-787-6270 | [www.craftontull.com](http://www.craftontull.com)



# INDEX

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Written Report

Detention Calculation Worksheet

HydroCAD Results

- West Pond
- East pond

Attachments:

- Drainage Maps

**PROJECT NAME:** The Curve

**PROJECT DESCRIPTION & LOCATION:**

The following is the Preliminary Drainage Report for the proposed residential development of The Curve. The project is located in a part of the Southwest Quarter (SW/4) of Section Eight (08), Township Eleven (11) North, Range One (1) West of the Indian Meridian, Oklahoma County, Midwest City, Oklahoma; South of NE 28<sup>th</sup>, west of Westminster Road.

**SITE DRAINAGE:**

The runoff for this site generally flow in two basins, West and East. The west basin is smaller than the east basin. A proposed detention pond will be constructed for each basin; one in the southwest corner and one in the southeast corner of the property in order to ensure that the developed site releases runoff at or less than the historic conditions of the site. Drainage shall meet all of the City of Midwest City drainage ordinances in place at the time of development. There are no USGS blue line streams on the property. There is also no FEMA 100 year floodplain on the site.

**STORM DRAINAGE DESIGN:**

Historically, this site has approximately 1.51 acres draining to the west and 5.26 acres draining to the east. The proposed drainage for this site will be split into an east and west basin similar to the historic conditions. Approximately 1.71 acres of runoff will drain to the proposed west pond while 0.45 acres from the back of the lots along the west side of the site will be counted as west bypass. The proposed east pond will receive 2.98 acres of runoff while 1.64 acres from the back of the lots along the south and east sides of the site will be counted as east bypass.

Preliminary detention calculations were conducted to assure that the proposed ponds have adequate storage required for detention. Preliminary calculations are included in this report. For more information on the preliminary detention calculations, see the drainage calculation worksheet and HydroCAD Results sections of this report.

The current plan is to have a detention pond in the southwest and southeast corners of the property, located within common areas. The ponds, as shown on the preliminary plat, are large enough to handle the detention needs for the site but are subject to change with final design.

**CONCLUSION:**

Design calculations for the proposed project are included in this report. All drainage design and computations were performed in accordance with the City of Midwest City ordinance requirements.

Should you have any questions or require any additional information, please feel free to contact us at your convenience.

DATE: August 20, 2020

PREPARED BY: Danny Williamson, P.E.



# Detention Calculation Worksheets

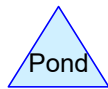
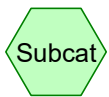
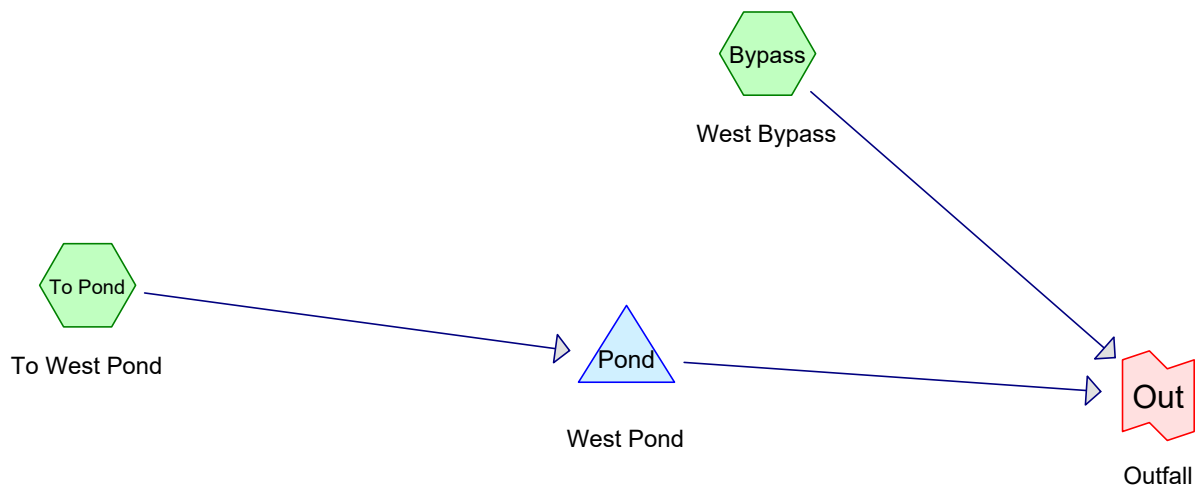
**Job Description:** The Curve  
**CTA Job Number:** 20607900  
**Date:** August 20, 2020  
**Created By:** Danny Williamson, P.E.

**TIME OF CONCENTRATION CALCULATIONS**

DRAINAGE AREA DESIGNATION	DRAINAGE AREA (acres)	OVERLAND FLOW					CHANNEL FLOW					TOTAL TIME OF CONC. (min)	INTENSITY (in/hr)						RUNOFF (C)	RUNOFF (cfs)					
		LENGTH (ft)	RISE (ft)	SLOPE (ft/ft)	RETARDANCE FACTOR (k)	OVERLAND Tc (min)	LENGTH (ft)	RISE (ft)	SLOPE (ft/ft)	RETARDANCE FACTOR (k)	CHANNEL Tc (min)														
													t <sub>2</sub>	t <sub>5</sub>	t <sub>10</sub>	t <sub>25</sub>	t <sub>50</sub>	t <sub>100</sub>		Q <sub>2</sub>	Q <sub>5</sub>	Q <sub>10</sub>	Q <sub>25</sub>	Q <sub>50</sub>	Q <sub>100</sub>
Historic West	1.51	160.0	4.00	0.0250	1.000	13.675	0.0	0.00	0.0000	0.0000	0.000	13.68	4.14	4.91	5.60	6.48	7.37	8.19	0.500	3.12	3.71	4.22	4.89	5.56	6.18
Historic East	5.26	450.0	11.50	0.0256	1.000	19.961	0.0	0.00	0.0000	0.0000	0.000	19.96	3.45	4.19	4.77	5.53	6.29	6.99	0.500	9.08	11.03	12.56	14.55	16.54	18.38
To West Pond	1.71	140.0	2.00	0.0143	1.000	14.558	190.0	2.00	0.0105	0.0035	1.149	15.71	3.89	4.65	5.30	6.14	6.98	7.75	0.700	4.65	5.57	6.34	7.35	8.35	9.28
West Bypass	0.45	100.0	4.00	0.0400	1.000	10.461	0.0	0.00	0.0000	0.0000	0.000	10.46	4.62	5.40	6.15	7.13	8.10	9.00	0.700	1.46	1.70	1.94	2.25	2.55	2.84
TO EAST POND	2.98	235.0	6.00	0.0255	1.000	15.699	330.0	2.00	0.0061	0.0035	2.173	17.87	3.65	4.40	5.02	5.81	6.61	7.34	0.700	7.62	9.19	10.46	12.12	13.78	15.31
East Bypass	1.64	75.0	5.50	0.0733	1.000	8.331	190.0	6.50	0.0342	0.0080	1.668	10.00	4.70	5.48	6.24	7.23	8.22	9.14	0.700	5.40	6.29	7.17	8.30	9.44	10.49

**NOTE:** TIME OF CONCENTRATION,  $T_c = k(L^{0.37} / S^{0.20}) + k(L^{0.77} / S^{0.385})$

# HydroCAD Results



**Routing Diagram for west POND**  
 Prepared by {enter your company name here}, Printed 8/20/2020  
 HydroCAD® 10.10-3a s/n 07460 © 2020 HydroCAD Software Solutions LLC



**west POND**

OK-OKC 2-Year Duration=36 min, Inten=2.59 in/hr

Prepared by {enter your company name here}

Printed 8/20/2020

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Page 2

Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: West Bypass**

Runoff Area=0.450 ac 0.00% Impervious Runoff Depth=1.09"  
Tc=10.5 min C=0.70 Runoff=0.82 cfs 0.041 af

**SubcatchmentTo Pond: To West Pond**

Runoff Area=1.710 ac 0.00% Impervious Runoff Depth=1.09"  
Tc=15.7 min C=0.70 Runoff=3.12 cfs 0.155 af

**Pond Pond: West Pond**

Peak Elev=1,306.80' Storage=4,094 cf Inflow=3.12 cfs 0.155 af  
Outflow=2.06 cfs 0.136 af

**Link Out: Outfall**

Inflow=2.70 cfs 0.177 af  
Primary=2.70 cfs 0.177 af

**Total Runoff Area = 2.160 ac Runoff Volume = 0.195 af Average Runoff Depth = 1.09"**  
**100.00% Pervious = 2.160 ac 0.00% Impervious = 0.000 ac**

**west POND**

OK-OKC 5-Year Duration=36 min, Inten=3.06 in/hr

Prepared by {enter your company name here}

Printed 8/20/2020

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Page 3

Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: West Bypass**

Runoff Area=0.450 ac 0.00% Impervious Runoff Depth=1.28"  
Tc=10.5 min C=0.70 Runoff=0.97 cfs 0.048 af

**SubcatchmentTo Pond: To West Pond**

Runoff Area=1.710 ac 0.00% Impervious Runoff Depth=1.28"  
Tc=15.7 min C=0.70 Runoff=3.69 cfs 0.183 af

**Pond Pond: West Pond**

Peak Elev=1,306.98' Storage=4,605 cf Inflow=3.69 cfs 0.183 af  
Outflow=2.60 cfs 0.164 af

**Link Out: Outfall**

Inflow=3.39 cfs 0.212 af  
Primary=3.39 cfs 0.212 af

**Total Runoff Area = 2.160 ac Runoff Volume = 0.231 af Average Runoff Depth = 1.28"**  
**100.00% Pervious = 2.160 ac 0.00% Impervious = 0.000 ac**

**west POND**

OK-OKC 10-Year Duration=36 min, Inten=3.57 in/hr

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Printed 8/20/2020

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Page 4

Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: West Bypass**

Runoff Area=0.450 ac 0.00% Impervious Runoff Depth=1.50"  
Tc=10.5 min C=0.70 Runoff=1.13 cfs 0.056 af

**SubcatchmentTo Pond: To West Pond**

Runoff Area=1.710 ac 0.00% Impervious Runoff Depth=1.50"  
Tc=15.7 min C=0.70 Runoff=4.31 cfs 0.214 af

**Pond Pond: West Pond**

Peak Elev=1,307.12' Storage=5,162 cf Inflow=4.31 cfs 0.214 af  
Outflow=3.10 cfs 0.195 af

**Link Out: Outfall**

Inflow=4.08 cfs 0.251 af  
Primary=4.08 cfs 0.251 af

**Total Runoff Area = 2.160 ac Runoff Volume = 0.270 af Average Runoff Depth = 1.50"**  
**100.00% Pervious = 2.160 ac 0.00% Impervious = 0.000 ac**

**west POND**

OK-OKC 25-Year Duration=36 min, Inten=4.09 in/hr

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Page 5

Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: West Bypass**

Runoff Area=0.450 ac 0.00% Impervious Runoff Depth=1.72"  
Tc=10.5 min C=0.70 Runoff=1.30 cfs 0.064 af

**SubcatchmentTo Pond: To West Pond**

Runoff Area=1.710 ac 0.00% Impervious Runoff Depth=1.72"  
Tc=15.7 min C=0.70 Runoff=4.93 cfs 0.245 af

**Pond Pond: West Pond**

Peak Elev=1,307.25' Storage=5,714 cf Inflow=4.93 cfs 0.245 af  
Outflow=3.61 cfs 0.225 af

**Link Out: Outfall**

Inflow=4.74 cfs 0.289 af  
Primary=4.74 cfs 0.289 af

**Total Runoff Area = 2.160 ac Runoff Volume = 0.309 af Average Runoff Depth = 1.72"**  
**100.00% Pervious = 2.160 ac 0.00% Impervious = 0.000 ac**

**west POND**

OK-OKC 50-Year Duration=36 min, Inten=4.55 in/hr

Prepared by {enter your company name here}

Printed 8/20/2020

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Page 6

Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: West Bypass**

Runoff Area=0.450 ac 0.00% Impervious Runoff Depth=1.91"  
Tc=10.5 min C=0.70 Runoff=1.44 cfs 0.072 af

**SubcatchmentTo Pond: To West Pond**

Runoff Area=1.710 ac 0.00% Impervious Runoff Depth=1.91"  
Tc=15.7 min C=0.70 Runoff=5.49 cfs 0.272 af

**Pond Pond: West Pond**

Peak Elev=1,307.37' Storage=6,198 cf Inflow=5.49 cfs 0.272 af  
Outflow=4.10 cfs 0.252 af

**Link Out: Outfall**

Inflow=5.36 cfs 0.324 af  
Primary=5.36 cfs 0.324 af

**Total Runoff Area = 2.160 ac Runoff Volume = 0.344 af Average Runoff Depth = 1.91"**  
**100.00% Pervious = 2.160 ac 0.00% Impervious = 0.000 ac**

**west POND**

OK-OKC 100-Year Duration=36 min, Inten=5.11 in/hr

Prepared by {enter your company name here}

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Page 1

Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: West Bypass**

Runoff Area=0.450 ac 0.00% Impervious Runoff Depth=2.15"  
Tc=10.5 min C=0.70 Runoff=1.62 cfs 0.081 af

**SubcatchmentTo Pond: To West Pond**

Runoff Area=1.710 ac 0.00% Impervious Runoff Depth=2.15"  
Tc=15.7 min C=0.70 Runoff=6.17 cfs 0.306 af

**Pond Pond: West Pond**

Peak Elev=1,307.51' Storage=6,767 cf Inflow=6.17 cfs 0.306 af  
Outflow=4.73 cfs 0.286 af

**Link Out: Outfall**

Inflow=6.16 cfs 0.366 af  
Primary=6.16 cfs 0.366 af

**Total Runoff Area = 2.160 ac Runoff Volume = 0.386 af Average Runoff Depth = 2.15"**  
**100.00% Pervious = 2.160 ac 0.00% Impervious = 0.000 ac**

**west POND**

OK-OKC 100-Year Duration=36 min, Inten=5.11 in/hr

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Page 2

**Summary for Subcatchment Bypass: West Bypass**

Runoff = 1.62 cfs @ 0.18 hrs, Volume= 0.081 af, Depth= 2.15"

Runoff by Rational method, Rise/Fall=1.0/1.0 xTc, Time Span= 0.00-3.00 hrs, dt= 0.01 hrs

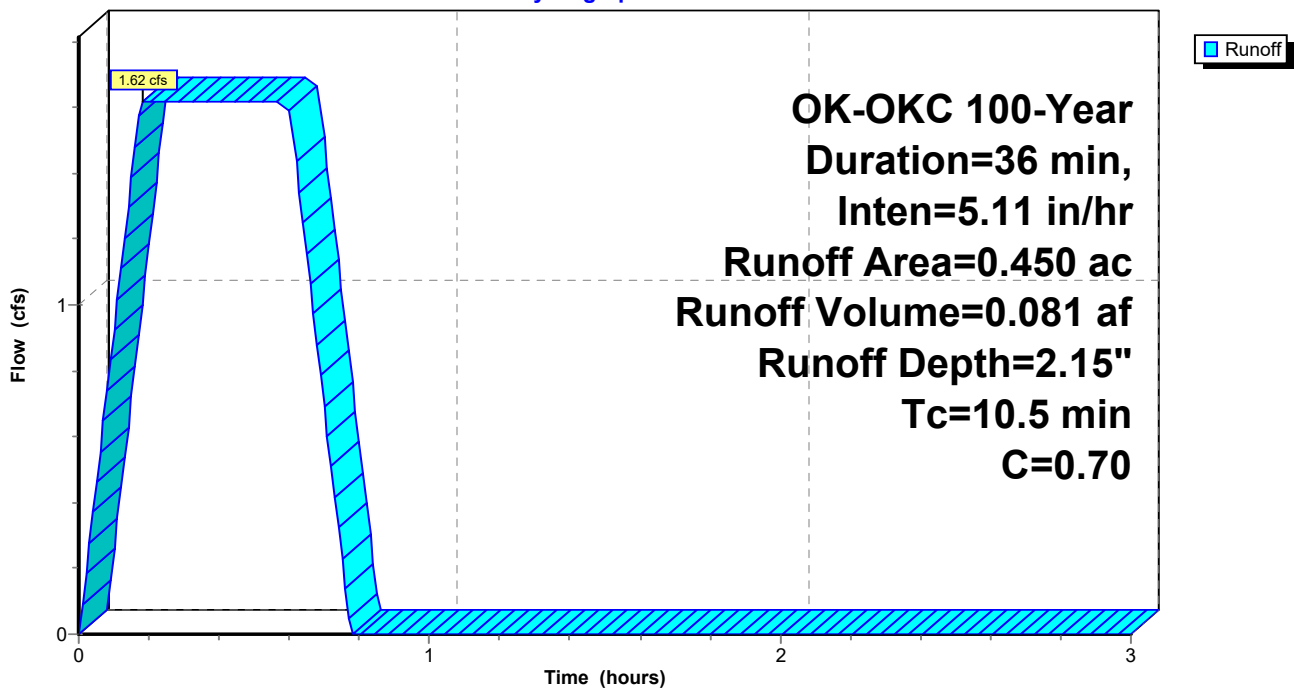
OK-OKC 100-Year Duration=36 min, Inten=5.11 in/hr

Area (ac)	C	Description
0.450	0.70	
0.450		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.5					Direct Entry,

**Subcatchment Bypass: West Bypass**

Hydrograph



**west POND**

OK-OKC 100-Year Duration=36 min, Inten=5.11 in/hr

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**Summary for Subcatchment To Pond: To West Pond**

Runoff = 6.17 cfs @ 0.27 hrs, Volume= 0.306 af, Depth= 2.15"

Runoff by Rational method, Rise/Fall=1.0/1.0 xTc, Time Span= 0.00-3.00 hrs, dt= 0.01 hrs

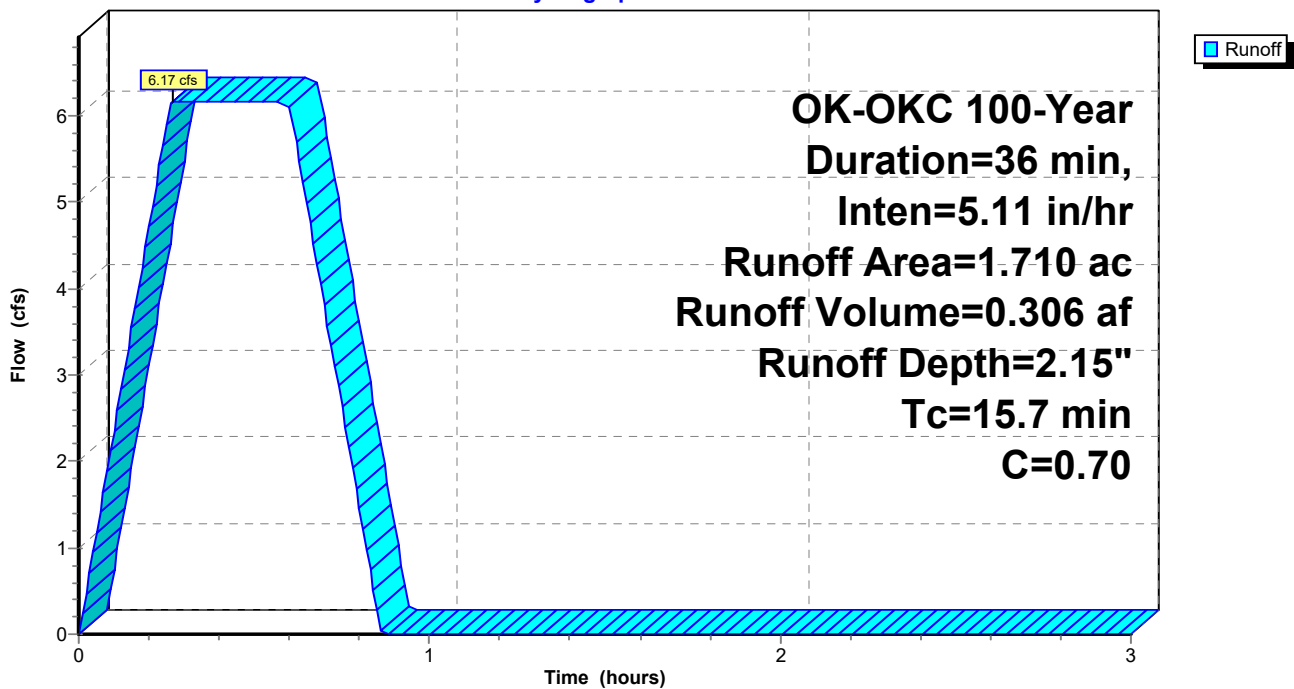
OK-OKC 100-Year Duration=36 min, Inten=5.11 in/hr

Area (ac)	C	Description
1.710	0.70	
1.710		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
15.7					Direct Entry,

**Subcatchment To Pond: To West Pond**

Hydrograph





**west POND**

OK-OKC 100-Year Duration=36 min, Inten=5.11 in/hr

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**Summary for Pond Pond: West Pond**

Inflow Area = 1.710 ac, 0.00% Impervious, Inflow Depth = 2.15" for 100-Year event  
 Inflow = 6.17 cfs @ 0.27 hrs, Volume= 0.306 af  
 Outflow = 4.73 cfs @ 0.66 hrs, Volume= 0.286 af, Atten= 23%, Lag= 23.5 min  
 Primary = 4.73 cfs @ 0.66 hrs, Volume= 0.286 af

Routing by Stor-Ind method, Time Span= 0.00-3.00 hrs, dt= 0.01 hrs  
 Peak Elev= 1,307.51' @ 0.66 hrs Surf.Area= 4,122 sf Storage= 6,767 cf

Plug-Flow detention time= 27.0 min calculated for 0.285 af (93% of inflow)  
 Center-of-Mass det. time= 26.0 min ( 51.8 - 25.9 )

Volume	Invert	Avail.Storage	Storage Description
#1	1,305.00'	8,785 cf	<b>Custom Stage Data (Prismatic)</b> Listed below

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
1,305.00	1,263	0	0
1,306.00	2,306	1,785	1,785
1,307.00	3,475	2,891	4,675
1,308.00	4,745	4,110	8,785

Device	Routing	Invert	Outlet Devices
#1	Primary	1,305.00'	<b>20.0 deg Sharp-Crested Vee/Trap Weir</b> Cv= 2.69 (C= 3.36)

**Primary OutFlow** Max=4.73 cfs @ 0.66 hrs HW=1,307.51' (Free Discharge)

↑1=Sharp-Crested Vee/Trap Weir (Weir Controls 4.73 cfs @ 4.26 fps)

**west POND**

OK-OKC 100-Year Duration=36 min, Inten=5.11 in/hr

Prepared by {enter your company name here}

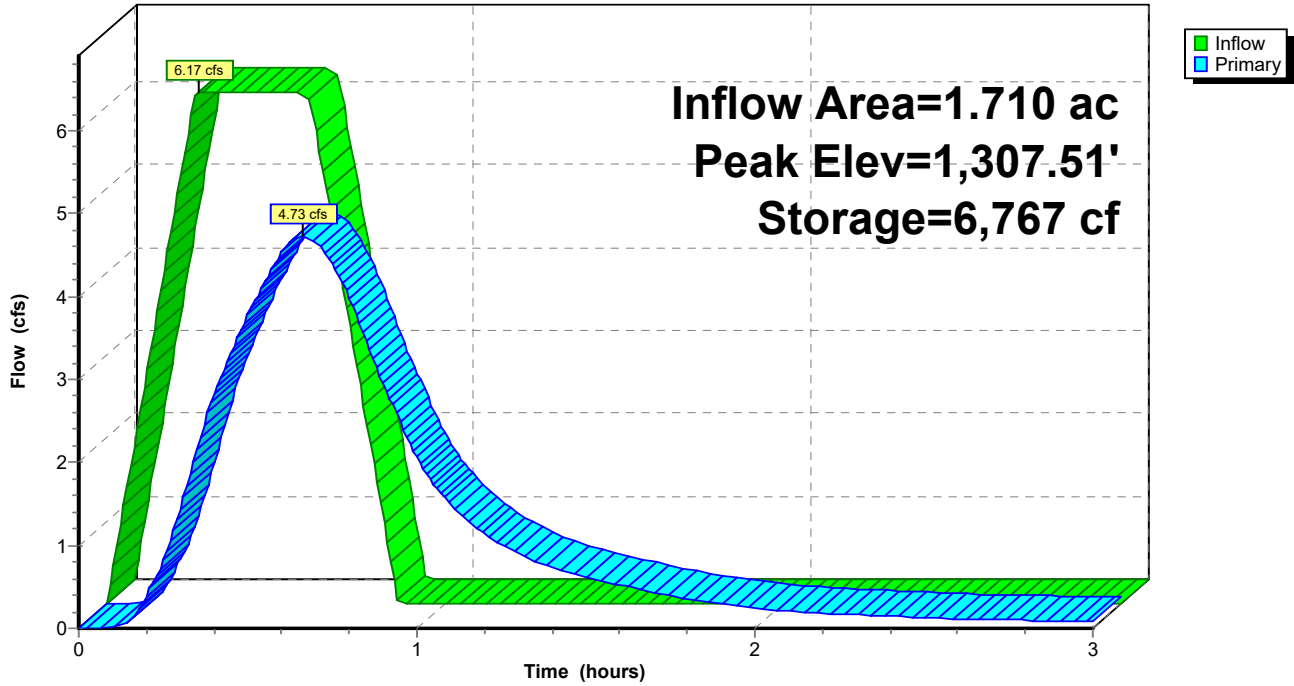
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**Pond Pond: West Pond**

Hydrograph



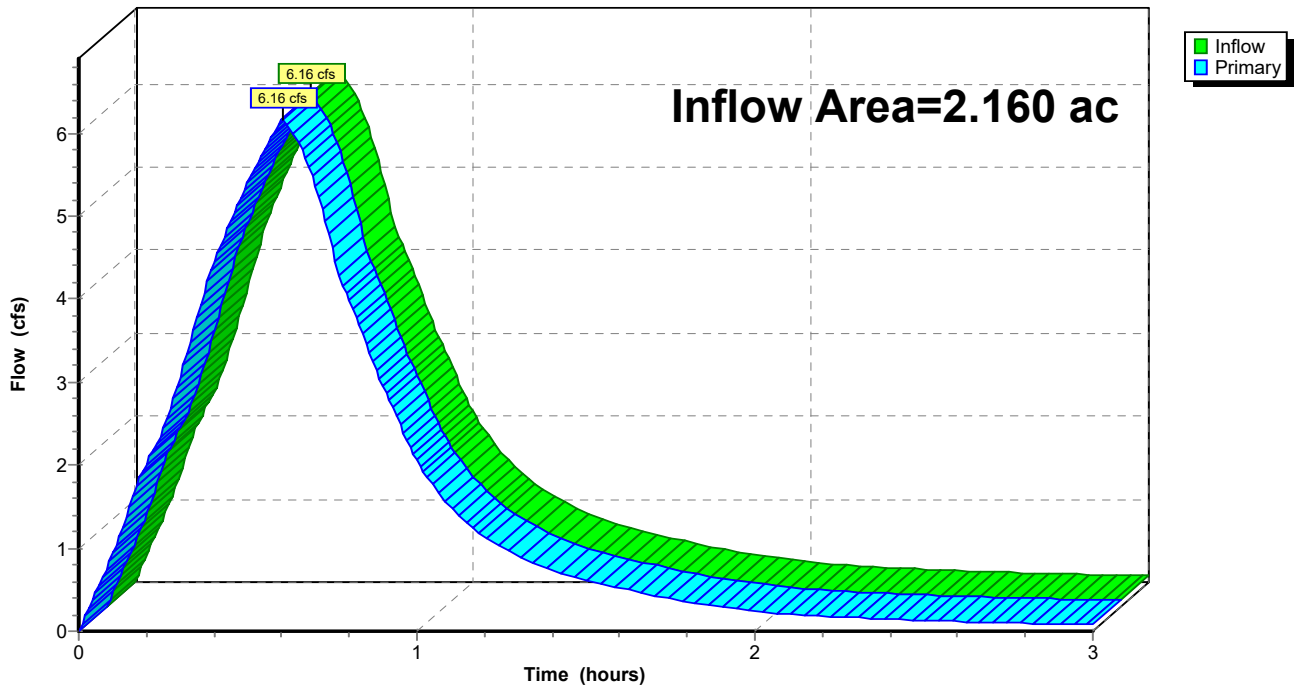
### Summary for Link Out: Outfall

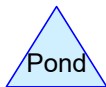
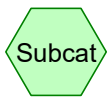
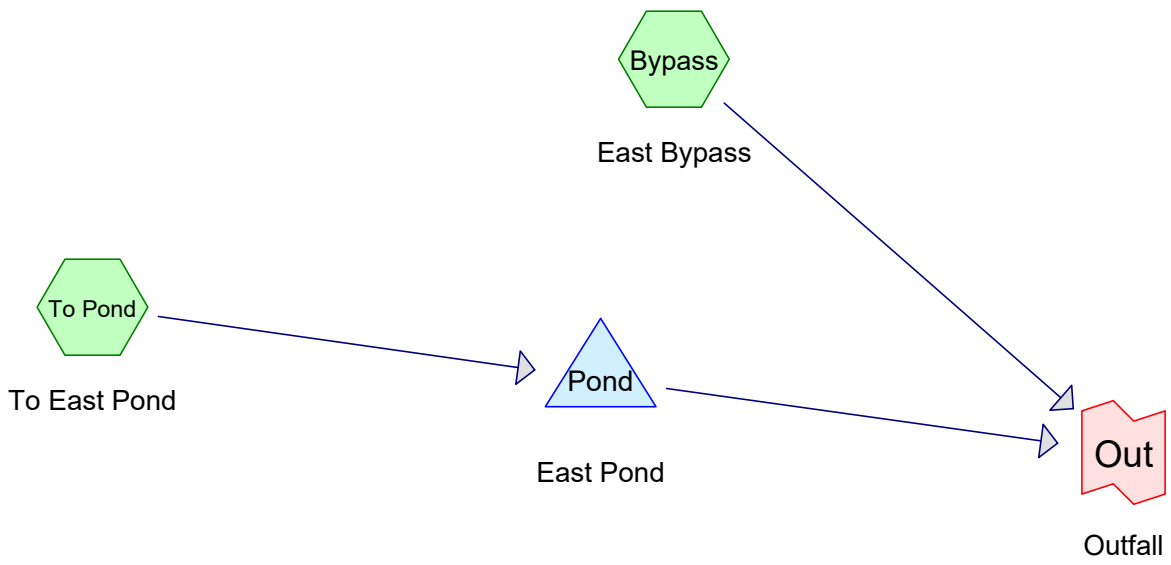
Inflow Area = 2.160 ac, 0.00% Impervious, Inflow Depth > 2.04" for 100-Year event  
Inflow = 6.16 cfs @ 0.60 hrs, Volume= 0.366 af  
Primary = 6.16 cfs @ 0.60 hrs, Volume= 0.366 af, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-3.00 hrs, dt= 0.01 hrs

### Link Out: Outfall

Hydrograph





**Routing Diagram for east POND**  
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**east POND**

OK-OKC 2-Year Duration=12 min, Inten=4.51 in/hr

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Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: East Bypass**

Runoff Area=1.640 ac 0.00% Impervious Runoff Depth=0.63"  
Tc=10.0 min C=0.70 Runoff=5.22 cfs 0.086 af

**SubcatchmentTo Pond: To East Pond**

Runoff Area=2.980 ac 0.00% Impervious Runoff Depth=0.42"  
Tc=17.9 min C=0.70 Runoff=6.36 cfs 0.105 af

**Pond Pond: East Pond**

Peak Elev=1,300.51' Storage=1,634 cf Inflow=6.36 cfs 0.105 af  
12.0" Round Culvert n=0.012 L=50.0' S=0.0300 '/ Outflow=3.81 cfs 0.105 af

**Link Out: Outfall**

Inflow=8.57 cfs 0.191 af  
Primary=8.57 cfs 0.191 af

**Total Runoff Area = 4.620 ac Runoff Volume = 0.191 af Average Runoff Depth = 0.50"**  
**100.00% Pervious = 4.620 ac 0.00% Impervious = 0.000 ac**

**east POND**

OK-OKC 5-Year Duration=12 min, Inten=5.19 in/hr

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Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: East Bypass**

Runoff Area=1.640 ac 0.00% Impervious Runoff Depth=0.73"  
Tc=10.0 min C=0.70 Runoff=6.01 cfs 0.099 af

**SubcatchmentTo Pond: To East Pond**

Runoff Area=2.980 ac 0.00% Impervious Runoff Depth=0.49"  
Tc=17.9 min C=0.70 Runoff=7.32 cfs 0.121 af

**Pond Pond: East Pond**

Peak Elev=1,300.71' Storage=1,996 cf Inflow=7.32 cfs 0.121 af  
12.0" Round Culvert n=0.012 L=50.0' S=0.0300 '/ Outflow=4.17 cfs 0.121 af

**Link Out: Outfall**

Inflow=9.62 cfs 0.220 af  
Primary=9.62 cfs 0.220 af

**Total Runoff Area = 4.620 ac Runoff Volume = 0.220 af Average Runoff Depth = 0.57"**  
**100.00% Pervious = 4.620 ac 0.00% Impervious = 0.000 ac**

**east POND**

OK-OKC 10-Year Duration=12 min, Inten=5.91 in/hr

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Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: East Bypass**

Runoff Area=1.640 ac 0.00% Impervious Runoff Depth=0.83"  
Tc=10.0 min C=0.70 Runoff=6.84 cfs 0.113 af

**SubcatchmentTo Pond: To East Pond**

Runoff Area=2.980 ac 0.00% Impervious Runoff Depth=0.55"  
Tc=17.9 min C=0.70 Runoff=8.33 cfs 0.138 af

**Pond Pond: East Pond**

Peak Elev=1,300.94' Storage=2,393 cf Inflow=8.33 cfs 0.138 af  
12.0" Round Culvert n=0.012 L=50.0' S=0.0300 '/ Outflow=4.53 cfs 0.138 af

**Link Out: Outfall**

Inflow=10.72 cfs 0.251 af  
Primary=10.72 cfs 0.251 af

**Total Runoff Area = 4.620 ac Runoff Volume = 0.251 af Average Runoff Depth = 0.65"**  
**100.00% Pervious = 4.620 ac 0.00% Impervious = 0.000 ac**

**east POND**

OK-OKC 25-Year Duration=12 min, Inten=6.68 in/hr

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Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: East Bypass**

Runoff Area=1.640 ac 0.00% Impervious Runoff Depth=0.93"  
Tc=10.0 min C=0.70 Runoff=7.73 cfs 0.128 af

**SubcatchmentTo Pond: To East Pond**

Runoff Area=2.980 ac 0.00% Impervious Runoff Depth=0.63"  
Tc=17.9 min C=0.70 Runoff=9.42 cfs 0.156 af

**Pond Pond: East Pond**

Peak Elev=1,301.13' Storage=2,849 cf Inflow=9.42 cfs 0.156 af  
12.0" Round Culvert n=0.012 L=50.0' S=0.0300 '/ Outflow=4.83 cfs 0.156 af

**Link Out: Outfall**

Inflow=11.88 cfs 0.283 af  
Primary=11.88 cfs 0.283 af

**Total Runoff Area = 4.620 ac Runoff Volume = 0.283 af Average Runoff Depth = 0.74"**  
**100.00% Pervious = 4.620 ac 0.00% Impervious = 0.000 ac**



**east POND**

OK-OKC 50-Year Duration=12 min, Inten=7.38 in/hr

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Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: East Bypass**

Runoff Area=1.640 ac 0.00% Impervious Runoff Depth=1.03"  
Tc=10.0 min C=0.70 Runoff=8.55 cfs 0.141 af

**SubcatchmentTo Pond: To East Pond**

Runoff Area=2.980 ac 0.00% Impervious Runoff Depth=0.69"  
Tc=17.9 min C=0.70 Runoff=10.41 cfs 0.172 af

**Pond Pond: East Pond**

Peak Elev=1,301.30' Storage=3,295 cf Inflow=10.41 cfs 0.172 af  
12.0" Round Culvert n=0.012 L=50.0' S=0.0300 '/' Outflow=5.08 cfs 0.172 af

**Link Out: Outfall**

Inflow=12.94 cfs 0.313 af  
Primary=12.94 cfs 0.313 af

**Total Runoff Area = 4.620 ac Runoff Volume = 0.313 af Average Runoff Depth = 0.81"**  
**100.00% Pervious = 4.620 ac 0.00% Impervious = 0.000 ac**

**east POND**

OK-OKC 100-Year Duration=12 min, Inten=8.20 in/hr

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Page 1

Time span=0.00-3.00 hrs, dt=0.01 hrs, 301 points  
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc  
Reach routing by Stor-Ind method - Pond routing by Stor-Ind method

**SubcatchmentBypass: East Bypass**

Runoff Area=1.640 ac 0.00% Impervious Runoff Depth=1.15"  
Tc=10.0 min C=0.70 Runoff=9.49 cfs 0.157 af

**SubcatchmentTo Pond: To East Pond**

Runoff Area=2.980 ac 0.00% Impervious Runoff Depth=0.77"  
Tc=17.9 min C=0.70 Runoff=11.56 cfs 0.191 af

**Pond Pond: East Pond**

Peak Elev=1,301.51' Storage=3,828 cf Inflow=11.56 cfs 0.191 af  
12.0" Round Culvert n=0.012 L=50.0' S=0.0300 '/ Outflow=5.36 cfs 0.191 af

**Link Out: Outfall**

Inflow=14.15 cfs 0.348 af  
Primary=14.15 cfs 0.348 af

**Total Runoff Area = 4.620 ac Runoff Volume = 0.348 af Average Runoff Depth = 0.90"**  
**100.00% Pervious = 4.620 ac 0.00% Impervious = 0.000 ac**

**east POND**

OK-OKC 100-Year Duration=12 min, Inten=8.20 in/hr

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**Summary for Subcatchment Bypass: East Bypass**

Runoff = 9.49 cfs @ 0.17 hrs, Volume= 0.157 af, Depth= 1.15"

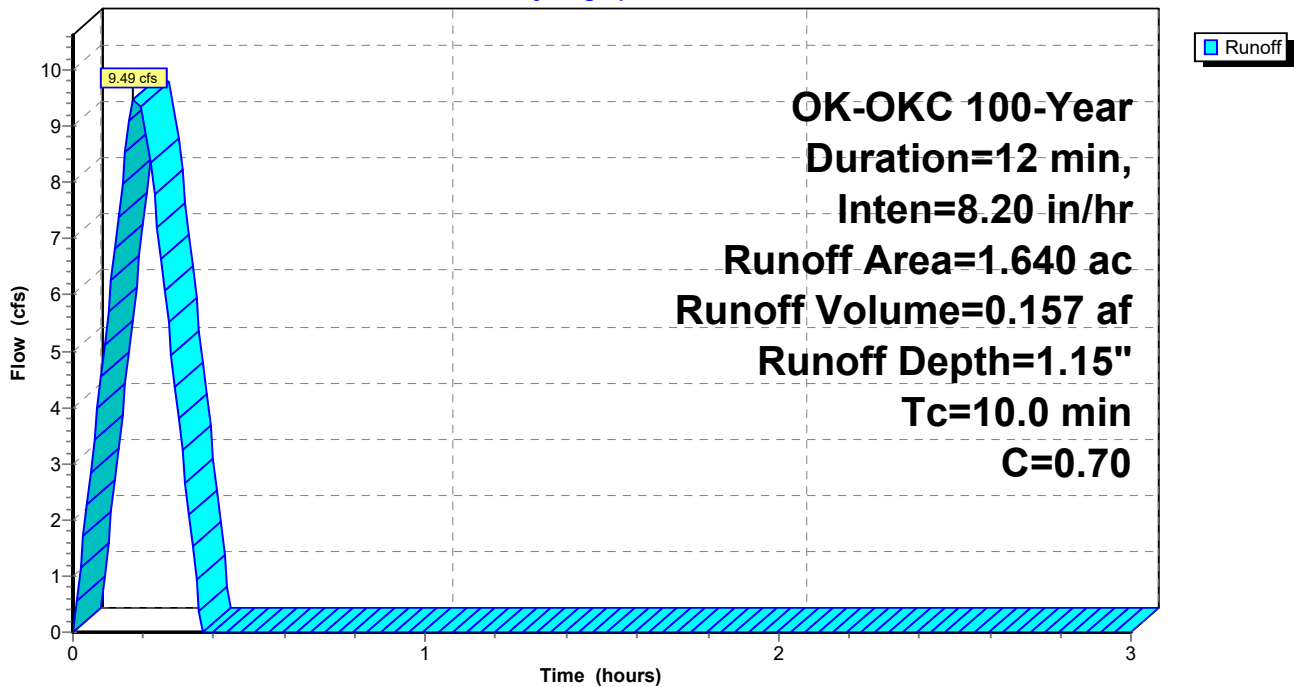
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc, Time Span= 0.00-3.00 hrs, dt= 0.01 hrs  
 OK-OKC 100-Year Duration=12 min, Inten=8.20 in/hr

Area (ac)	C	Description
1.640	0.70	
1.640		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					Direct Entry,

**Subcatchment Bypass: East Bypass**

Hydrograph



**east POND**

OK-OKC 100-Year Duration=12 min, Inten=8.20 in/hr

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**Summary for Subcatchment To Pond: To East Pond**

Runoff = 11.56 cfs @ 0.20 hrs, Volume= 0.191 af, Depth= 0.77"

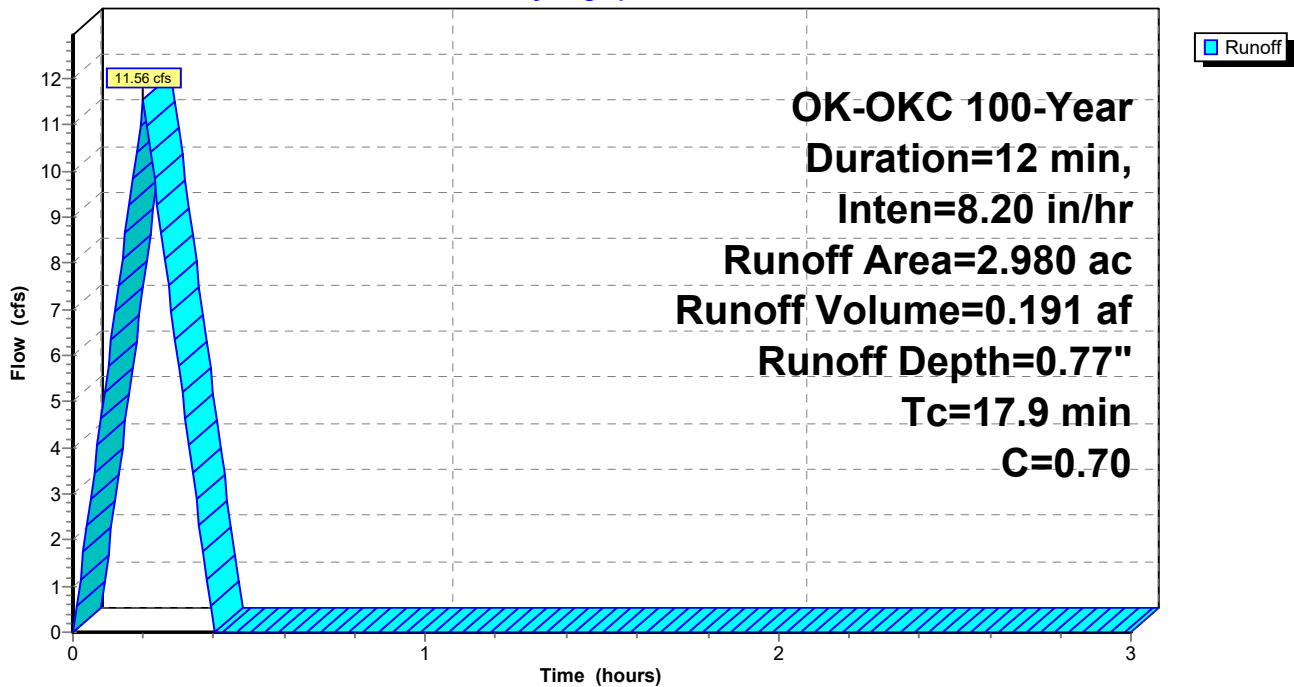
Runoff by Rational method, Rise/Fall=1.0/1.0 xTc, Time Span= 0.00-3.00 hrs, dt= 0.01 hrs  
 OK-OKC 100-Year Duration=12 min, Inten=8.20 in/hr

Area (ac)	C	Description
2.980	0.70	
2.980		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
17.9					Direct Entry,

**Subcatchment To Pond: To East Pond**

Hydrograph



**east POND**

OK-OKC 100-Year Duration=12 min, Inten=8.20 in/hr

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**Summary for Pond Pond: East Pond**

Inflow Area = 2.980 ac, 0.00% Impervious, Inflow Depth = 0.77" for 100-Year event  
 Inflow = 11.56 cfs @ 0.20 hrs, Volume= 0.191 af  
 Outflow = 5.36 cfs @ 0.31 hrs, Volume= 0.191 af, Atten= 54%, Lag= 6.4 min  
 Primary = 5.36 cfs @ 0.31 hrs, Volume= 0.191 af

Routing by Stor-Ind method, Time Span= 0.00-3.00 hrs, dt= 0.01 hrs  
 Peak Elev= 1,301.51' @ 0.31 hrs Surf.Area= 2,595 sf Storage= 3,828 cf

Plug-Flow detention time= 9.3 min calculated for 0.191 af (100% of inflow)  
 Center-of-Mass det. time= 9.2 min ( 21.2 - 12.0 )

Volume	Invert	Avail.Storage	Storage Description
#1	1,299.00'	18,598 cf	<b>Custom Stage Data (Prismatic)</b> Listed below

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
1,299.00	0	0	0
1,300.00	1,426	713	713
1,301.00	2,166	1,796	2,509
1,302.00	3,006	2,586	5,095
1,303.00	3,947	3,477	8,572
1,304.00	4,988	4,468	13,039
1,305.00	6,130	5,559	18,598

Device	Routing	Invert	Outlet Devices
#1	Primary	1,299.00'	<b>12.0" Round RCP_Round 12"</b> L= 50.0' RCP, end-section conforming to fill, Ke= 0.500 Inlet / Outlet Invert= 1,299.00' / 1,297.50' S= 0.0300 '/' Cc= 0.900 n= 0.012 Concrete pipe, finished, Flow Area= 0.79 sf

**Primary OutFlow** Max=5.36 cfs @ 0.31 hrs HW=1,301.51' (Free Discharge)

↑1=RCP\_Round 12" (Inlet Controls 5.36 cfs @ 6.83 fps)

**east POND**

OK-OKC 100-Year Duration=12 min, Inten=8.20 in/hr

Prepared by {enter your company name here}

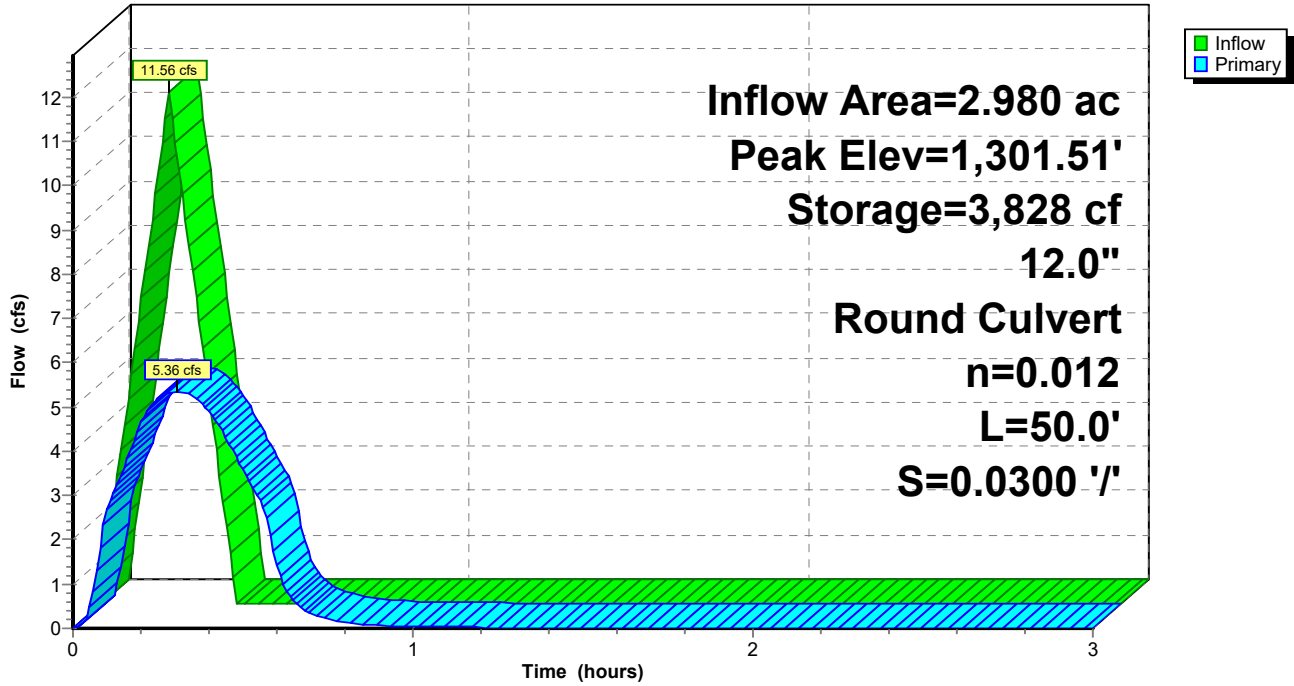
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**Pond Pond: East Pond**

Hydrograph



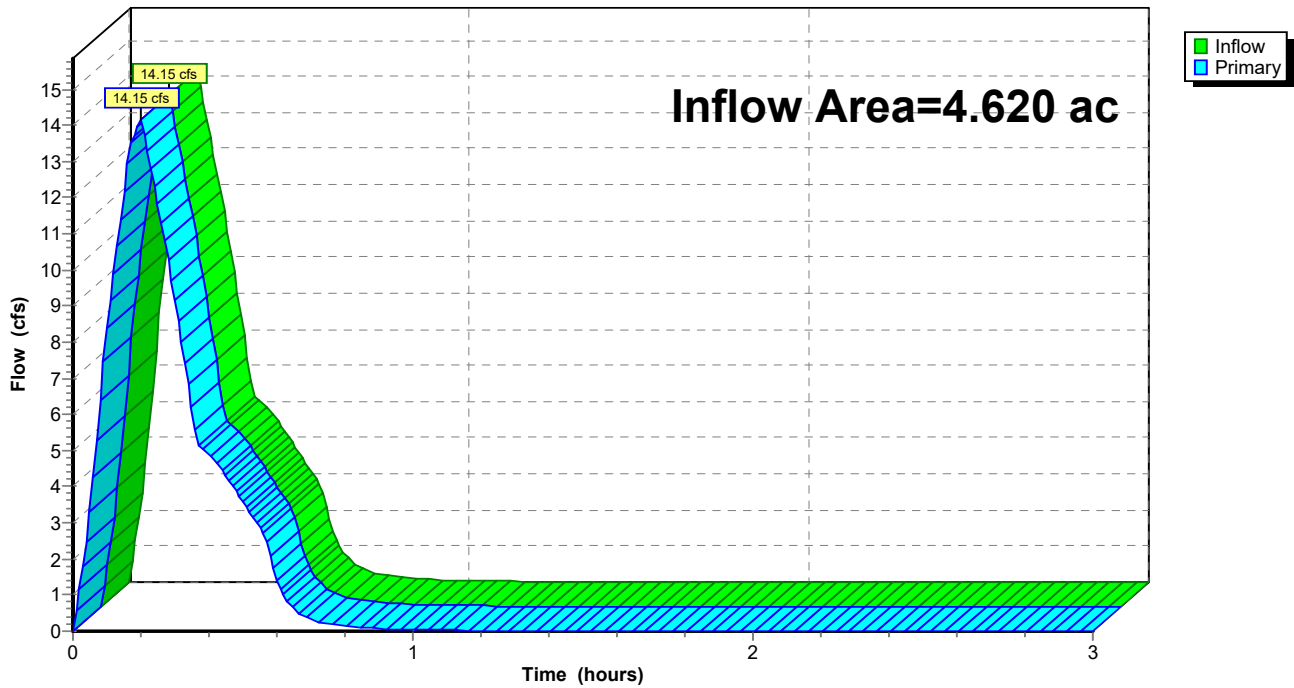
### Summary for Link Out: Outfall

Inflow Area = 4.620 ac, 0.00% Impervious, Inflow Depth > 0.90" for 100-Year event  
Inflow = 14.15 cfs @ 0.20 hrs, Volume= 0.348 af  
Primary = 14.15 cfs @ 0.20 hrs, Volume= 0.348 af, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-3.00 hrs, dt= 0.01 hrs

### Link Out: Outfall

Hydrograph









**THE CURVE**  
MIDWEST CITY, OKLAHOMA

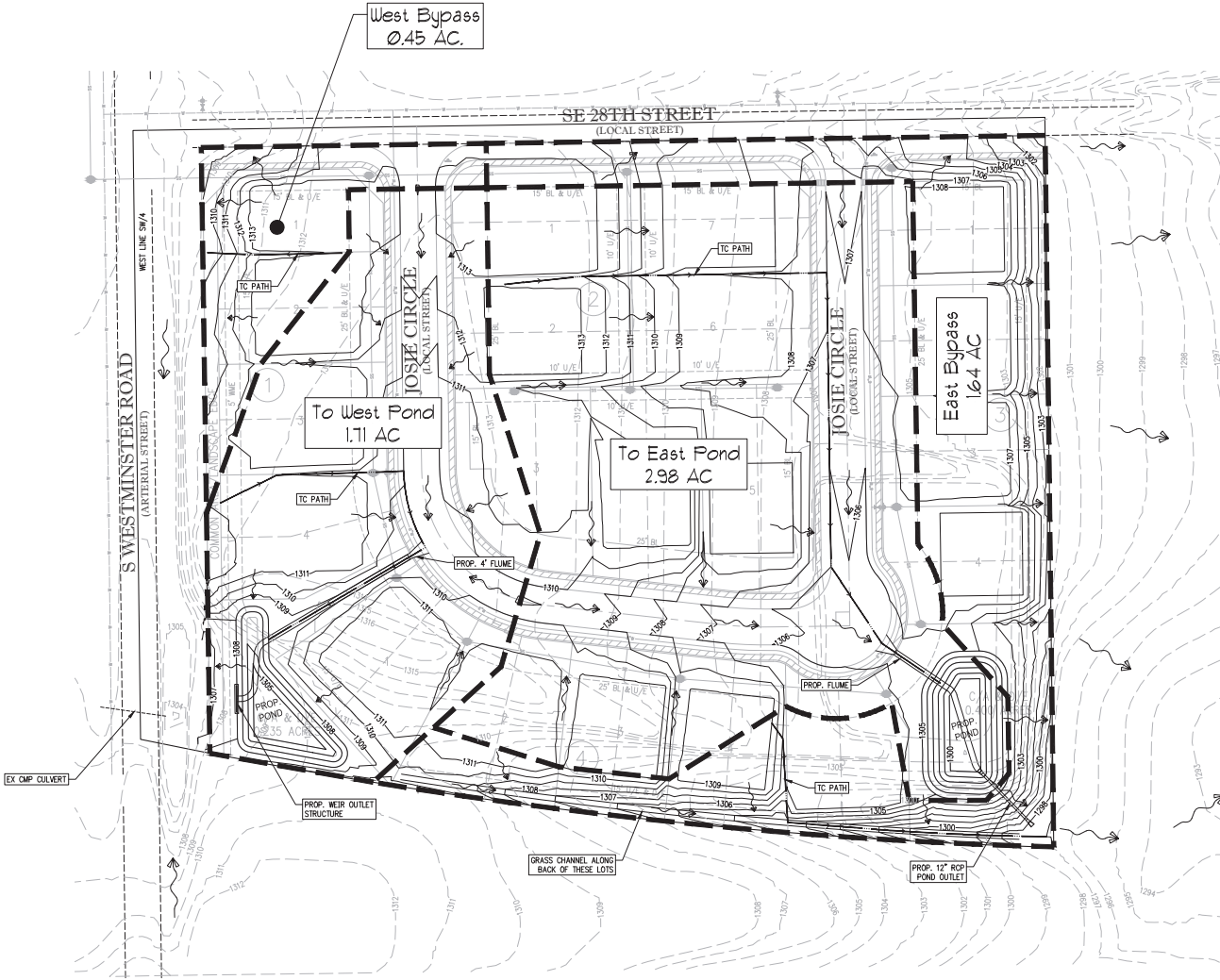
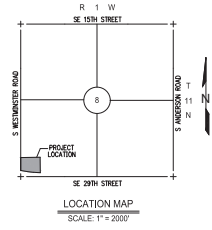
Date	Description	Date

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PROJECT NO: 20027900  
ISSUE DATE: 07/24/2019  
DESIGNED BY: MARK REEDS  
CHECKED BY:

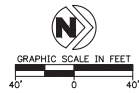
**PRELIMINARY PLANS**  
PRELIMINARY DRAINAGE PLAN

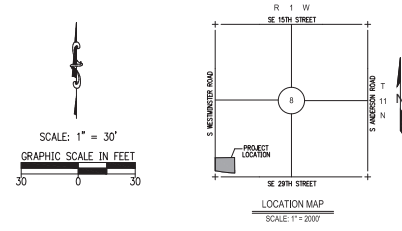
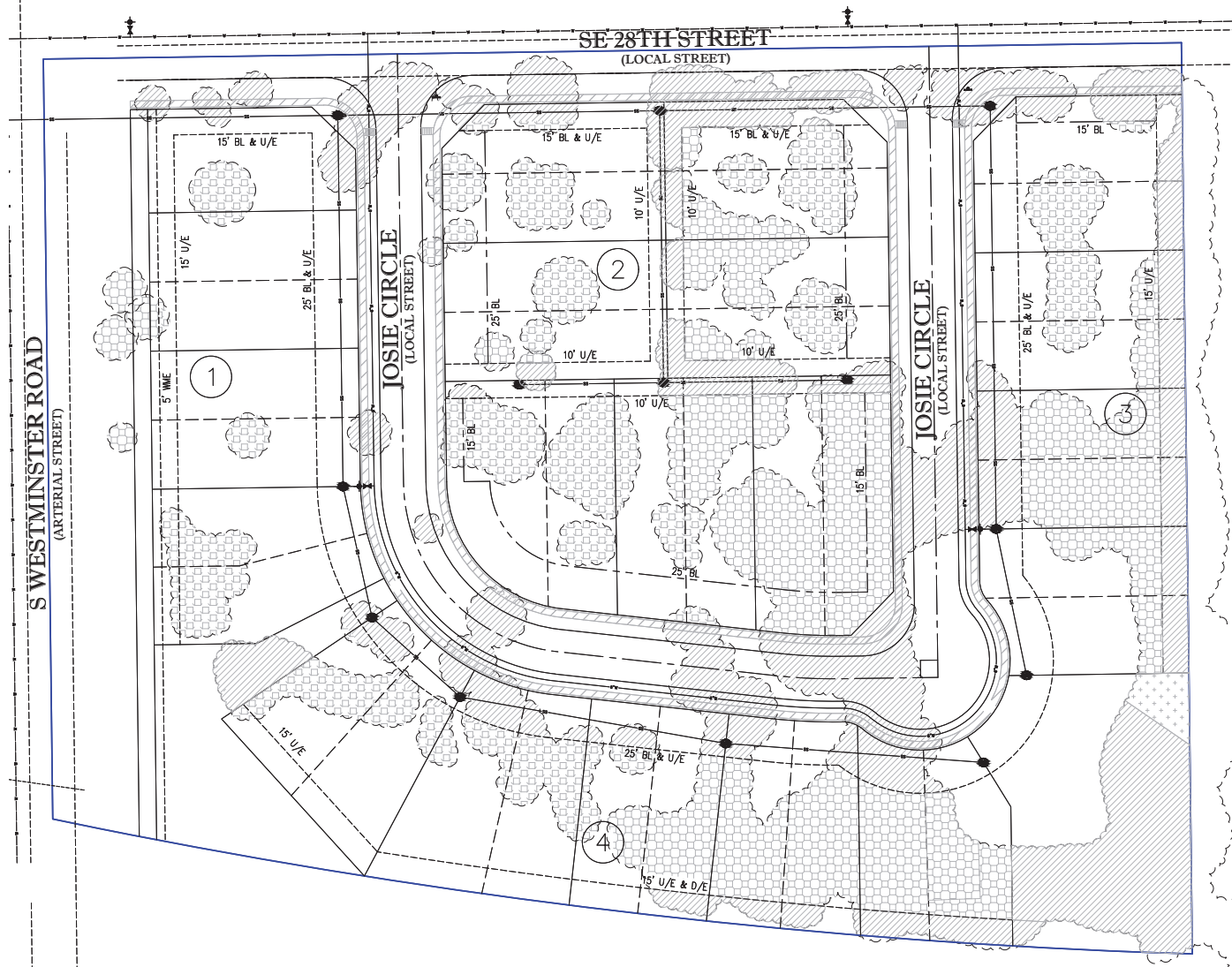
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**LEGEND**

--- 1250 ---	EXISTING CONTOURS
--- 1250 ---	PROPOSED CONTOURS
--- ---	PROPOSED DRAINAGE AREAS
--->---	HYDRAULIC PATH





- TREE CANOPY LEGEND**
- CANOPY IN BUILDABLE AREA TO BE REMAIN
  - CANOPY IN OPEN SPACE TO BE REMOVED REQUIRING MITIGATION
  - CANOPY REMOVED BUT IS WITHIN PERMITTED RIGHT-OF-WAY, UTILITIES, AND DRAINAGE AREAS NOT REQUIRING MITIGATION

**TREE CANOPY CALCULATIONS**

EXISTING TREE CANOPY IN BUILDABLE AREA	70,671 SF
EXISTING TREE CANOPY IN OPEN SPACE	1,128 SF
EXISTING TREE CANOPY IN PERMITTED RIGHT-OF-WAY, UTILITIES, AND DRAINAGE AREAS	57,560 SF
<b>TOTAL PRE-DEVELOPMENT TREE CANOPY COVERAGE</b>	<b>129,359 SF</b>
TREE CANOPY TO REMAIN	70,671 SF
TREE CANOPY TO BE REMOVED REQUIRING MITIGATION	1,128 SF
TREE CANOPY TO BE REMOVED NOT REQUIRING MITIGATION	57,560 SF

1 EXISTING TREE CANOPY PLAN  
SCALE: 1" = 30' - 0"

PRELIMINARY PLAT  
THE CURVE

TREE CANOPY MANAGEMENT PLAN  
PRE-DEVELOPMENT

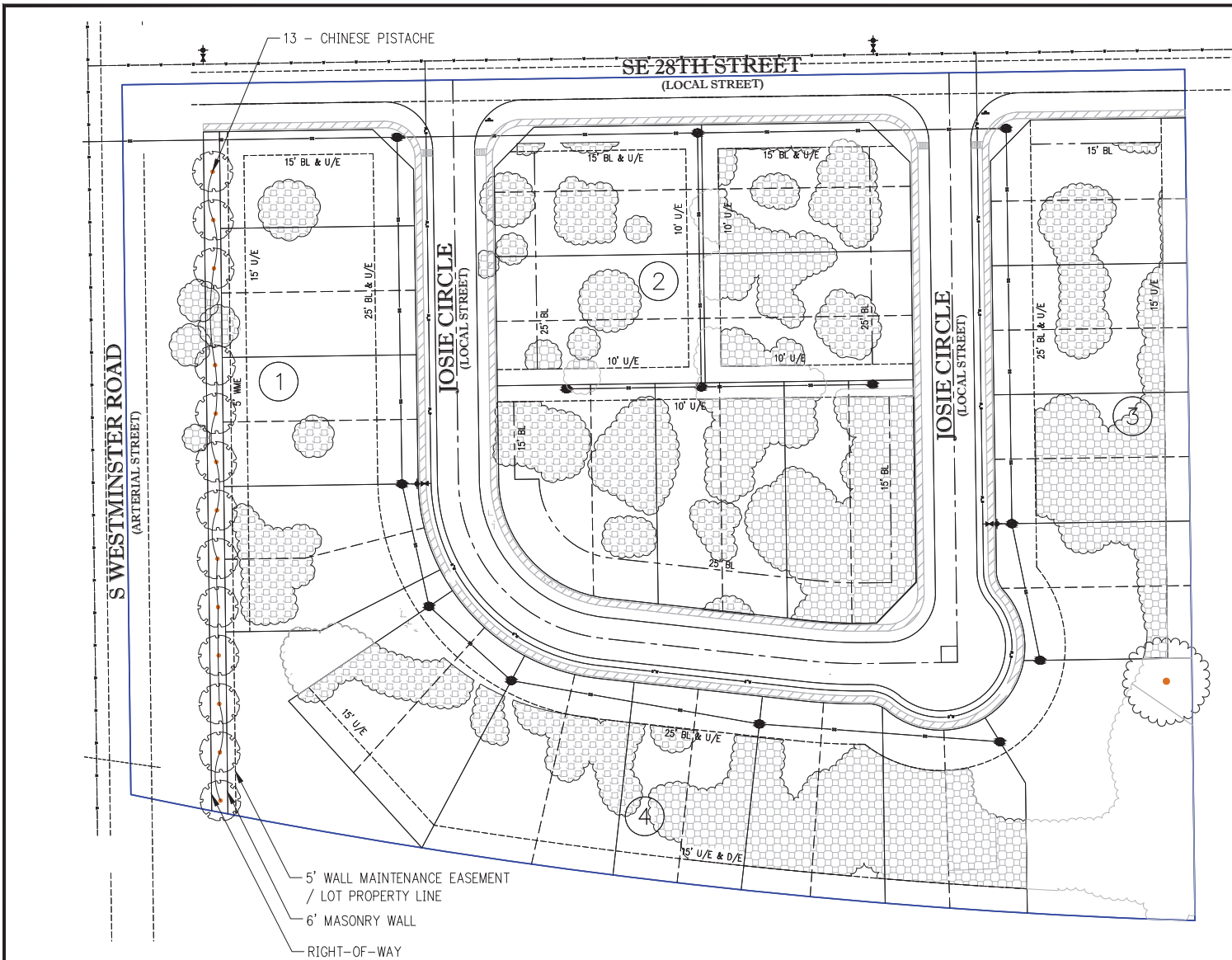
L-101

SHEET NO.: 1 OF 3

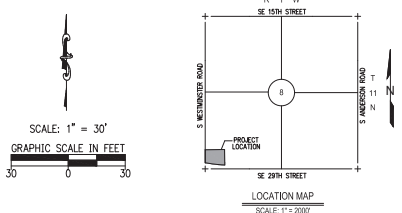
DATE: 08/21/20

PROJECT NO.: 20607900



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www.craftontull.com



1 PROPOSED TREE CANOPY PLAN / THOROUGHFARE SCREENING  
SCALE: 1" = 30'-0"



**TREE SCHEDULE**

DECIDUOUS TREES	QTY	BOTANICAL / COMMON NAME	CONT	CAL	SIZE
	2	QUERCUS SHUMARDII / SHUMARD RED OAK	B & B	2.5'CAL	10-12' HT.
	2	PISTACIA CHINENSIS / CHINESE PISTACHE	B & B	2.5'CAL	8-10' HT.

**TREE CANOPY LEGEND**



**TREE CANOPY CALCULATIONS**

CALCULATED RESTORATION AREA REQUIRED FOR MITIGATION	1,128 SF
CALCULATED RESTORATION AREA PROVIDED FOR MITIGATION	2,382 SF
MATURE SPREAD	55 FT
AREA OF SPREAD	55 / 2 = 27.5
	27.5 X 27.5 = 756.25 X 3.25 = 2,382.19 SF

TREE CANOPY TO REMAIN	70,671 SF
TREE CANOPY PROVIDED FOR MITIGATION	2,382 SF
TOTAL POST-DEVELOPMENT TREE CANOPY COVERAGE	73,053 SF

PRELIMINARY PLAN  
THE CURVE

300 Pointe Parkway Blvd  
Natick, Ohio 43091

**Crafton Tull**  
architectural | engineering | landscape

415.787.6270 | 415.787.6274 | www.craftontull.com

TREE CANOPY MANAGEMENT PLAN  
POST-DEVELOPMENT

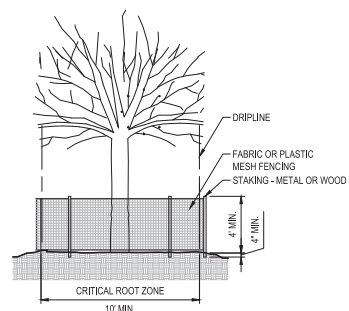
L-102  
SHEET NO.: 2 OF 3  
DATE: 08/21/20  
PROJECT NO.: 20607900

**PLANTING NOTES**

1. THE QUANTITIES ON THE PLANT SCHEDULE ARE FOR CONVENIENCE ONLY AND THE GRAPHIC REPRESENTATIONS ON THE DRAWINGS TAKE PRECEDENT. VERIFY INDICATED QUANTITIES AND ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE PRIOR TO INSTALLATION.
2. NO SUBSTITUTIONS AS TO SIZE, TYPE, SPACING, QUANTITY OR QUALITY OF PLANT MATERIAL SHALL BE MADE WITHOUT THE WRITTEN APPROVAL OF BOTH THE OWNER'S REPRESENTATIVE AND THE PROJECT LANDSCAPE ARCHITECT. CHANGES IN PLANT MATERIAL MAY CONSTITUTE PLAN RE-APPROVAL.
3. PLANTS SHALL BE SUPPLIED AT THE SIZES SPECIFIED ON THE DRAWINGS. THE SIZES SHOWN ARE THE MINIMUM REQUIRED FOR EACH CATEGORY (HEIGHT, SPREAD, CALIPER, CONTAINER SIZE ETC.). THE PLANTS SUPPLIED MUST CONFORM TO ALL OF THE MINIMUM DIMENSIONS INDICATED. PLANTS OF LARGER SIZE MAY BE USED IF ACCEPTABLE TO THE OWNER AT NO ADDITIONAL COST AND IF SIZE OF CONTAINER OR ROOT BALLS, HEIGHT, AND SPREAD ARE INCREASED PROPORTIONATELY IN ACCORDANCE WITH ANSI Z-60.1, 2004 EDITION. ALL OTHER QUALITY REQUIREMENTS OF THE PLANT MATERIAL MUST ALSO BE ADHERED.
4. ALL PLANTS MUST BE NURSERY GROWN. ALL TREES SHALL COMPLY WITH ANSI Z-60.1, 2004 EDITION AND THE URBAN TREE FOUNDATION GUIDELINE FOR NURSERY TREE QUALITY, 2009 EDITION. ALL PLANTS SHALL BE HIGHEST QUALITY, FIRST CLASS REPRESENTATIVES OF THEIR SPECIES. SECONDS, CULLS, OR PARK GRADE MATERIAL WILL BE REJECTED.
5. CALIPER SIZE IS NOT TO BE REDUCED. CALIPER MEASUREMENTS SHALL BE TAKEN IN ACCORDANCE WITH ANSI STANDARDS.
6. ALL TREES MUST BE STRAIGHT TRUNKED, HAVE A STRONG CENTRAL LEADER, FULL HEADED, AND MEET THE MINIMUM REQUIREMENTS. TREES WITH "Y" SHAPE ARE NOT ACCEPTABLE UNLESS THAT SHAPE IS NATURAL TO THE GROWTH HABIT OF THE SPECIES. TREES THAT HAVE BEEN FRESHLY PRUNED TO MEET THESE SPECIFICATIONS SHALL BE REJECTED.
7. THE PLANT'S VEGETATIVE CANOPY SHOULD BE MOSTLY SYMMETRICAL AND FREE OF LARGE VOIDS OR FLAT SURFACE AREAS.
8. ALL STREET AND SHADE TREES SHALL HAVE A MINIMUM OF (6') CLEAR TRUNK UNLESS OTHERWISE NOTED ON PLANS OR PLANT LISTS.
9. TREES AND SHRUBS MOVED DURING PERIODS OF HIGH TRANSPIRATION SHALL BE SPRAYED WITH AN ANTI-DESSICANT PRIOR TO MOVING. APPLY AND REMOVE ANTI-DESSICANTS ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS.
10. TREES SHALL BE STAKED AND GUYED AS DETAILED. STAKE AND GUYED MATERIALS SHALL BE REMOVED BY THE LANDSCAPE SUBCONTRACTOR SIX (6) MONTHS AFTER FINAL ACCEPTANCE.
11. ALL PLANTS ARE SUBJECT TO REVIEW AND APPROVAL BY THE OWNER'S REPRESENTATIVE AT ANY TIME PRIOR TO FINAL ACCEPTANCE. REJECTED PLANTS SHALL BE REPLACED IMMEDIATELY AT NO ADDITIONAL COST.
12. PRIOR TO COMMENCEMENT OF INSTALLATION, THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL EXISTING UTILITIES AND SHALL AVOID DAMAGING UTILITIES DURING INSTALLATION. ANY UTILITIES DAMAGED DURING INSTALLATION SHALL BE REPAIRED BY THE LANDSCAPE CONTRACTOR TO THE SATISFACTION OF THE APPROPRIATE UTILITY COMPANY AND THE GENERAL CONTRACTOR. ALL REPAIRS SHALL BE AT NO COST TO THE OWNER. CALL OKLAHOMA ONE-CALL SYSTEM AT 1-800-522-OKIE.
13. ALL PLANT BEDS SHALL BE THOROUGHLY ROTO-TILLED A MINIMUM OF TWELVE INCHES (12") PRIOR TO PLANT PLACEMENT. AMENDMENTS, IF REQUIRED BASED ON SITE-SPECIFIC SOIL TEST RESULTS, SHALL BE THOROUGHLY TILLED INTO THE SOIL ACCORDING TO THE TEST RESULT RECOMMENDATIONS. PROVIDE POSITIVE DRAINAGE AWAY FROM ALL STRUCTURES.
14. THE LANDSCAPE CONTRACTOR SHALL UTILIZE ON-SITE TOPSOIL AS AVAILABLE UNLESS DEEMED NECESSARY TO BRING IN NEW TOPSOIL. ALL UNEVEN AREAS CAUSED BY PLANTING SHALL BE GRADED SMOOTH. ANY AREAS DISTURBED FOR ANY REASON PRIOR TO FINAL ACCEPTANCE OF THE PROJECT SHALL BE CORRECTED BY THE CONTRACTOR AT NO COST TO THE OWNER.
15. ALL PLANTS SHALL BE PLACED WITH THE BEST FACE FORWARD, TOWARDS THE STREET WHENEVER POSSIBLE.
16. ALL PLANTS SHOULD BE PRUNED OF BROKEN AND DEAD WOOD AS NECESSARY PRIOR TO INSTALLATION. REMOVE NO MORE THAN 1/3 OF THE BRANCHING. DO NOT PLANT IN FROZEN GROUND.
17. PRE-EMERGENT HERBICIDES, TRIFLUR, EPTAM, PREEN, OR APPROVED EQUAL, SHALL BE APPLIED TO ALL PLANTING BEDS PRIOR TO MULCHING. APPLY AT MANUFACTURERS RATES AND RECOMMENDATIONS.
18. APPLY ORGANIC ROOT STIMULATOR, CONTAINING MYCORRHIZAE, TO ALL PLANTS PRIOR TO BACKFILLING. APPLY AT MANUFACTURERS RATES AND RECOMMENDATIONS.
19. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE PLANT INSTALLATIONS UNTIL ACCEPTED BY THE OWNER'S REPRESENTATIVE. MAINTENANCE SHALL INCLUDE RE-MULCHING, WATERING, WEEDING, APPLICATIONS OF HERBICIDES, FUNGICIDES, INSECTICIDES AND PESTICIDES AS NECESSARY.
20. THE LANDSCAPE CONTRACTOR SHALL GUARANTEE THAT ALL PLANTS SHALL BE IN A HEALTHY AND THRIVING CONDITION ACCORDING TO THE NATURAL GROWTH HABITS OF THE INDIVIDUAL SPECIES AT THE TIME OF THE TURNOVER TO THE OWNER. LANDSCAPE CONTRACTOR SHALL GUARANTEE PLANT MATERIAL FOR ONE YEAR AFTER FINAL ACCEPTANCE.
21. SOD AREAS SHOWN SHALL BE PLANTED WITH U-3 BERMUDA SOD OR EQUIVALENT AS APPROVED BY OWNER'S REPRESENTATIVE.

**TREE PRESERVATION NOTES**

1. ALL TREES AND NATURAL AREAS SHOWN ON THESE PLANS TO BE PRESERVED SHALL BE PROTECTED DURING CONSTRUCTION WITH TEMPORARY FENCING.
2. MIDWEST CITY TREE PRESERVATION ORDINANCE AND GUIDELINES SHALL SUPERCEDE WHEN MIDWEST CITY RESTRICTIONS ARE MORE STRINGENT THAN THOSE OUTLINED IN THIS PLAN. OTHERWISE, CTA STANDARDS AND BEST PRACTICES SHALL BE IN EFFECT.
3. PROTECTIVE FENCES SHALL BE ERECTED ACCORDING TO STANDARDS FOR TREE PROTECTION.
4. PROTECTIVE FENCES SHALL BE INSTALLED PRIOR TO THE START OF ANY SITE PREPARATION WORK AND SHALL BE MAINTAINED THROUGHOUT ALL PHASES OF THE CONSTRUCTION PROJECT.
5. EROSION AND SEDIMENTATION CONTROL BARRIERS SHALL BE INSTALLED OR MAINTAINED IN A MANNER WHICH DOES NOT RESULT IN SOIL BUILD-UP WITHIN TREE DRIPLINES.
6. PROTECTIVE FENCES SHALL SURROUND THE TREES OR GROUP OF TREES, AND WILL BE LOCATED AT THE DRIPLINE, FOR NATURAL AREAS, PROTECTIVE FENCES SHALL FOLLOW THE LIMIT OF CONSTRUCTION LINE, IN ORDER TO PREVENT THE FOLLOWING:
  - A. SOIL COMPACTION IN THE ROOT ZONE AREA RESULTING FROM VEHICULAR TRAFFIC OR STORAGE OF EQUIPMENT.
  - B. ROOT ZONE DISTURBANCES DUE TO GRADE CHANGES (GREATER THAN 6" OR TRENCHING NOT REVIEWED BY CITY ARBORIST.)
7. EXCEPTIONS TO INSTALLING FENCES AT TREE DRIPLINES MAY BE PERMITTED IN THE FOLLOWING CASES:
  - A. WHERE THERE IS TO BE AN APPROVED GRADE CHANGE, IMPERMEABLE PAVING SURFACE, TREE WELL, OR OTHER SUCH SITE DEVELOPMENT.
  - B. WHERE PERMEABLE PAVING IS TO BE INSTALLED WITHIN A TREE'S DRIPLINE, ERECT THE FENCE AT THE OUTER LIMITS OF THE PERMEABLE PAVING AREA (PRIOR TO SITE GRADING SO THAT THIS AREA IS GRADED SEPARATELY PRIOR TO PAVING INSTALLATION TO MINIMIZE ROOT DAMAGE).
  - C. WHERE TREES ARE CLOSE TO PROPOSED BUILDINGS, ERECT THE FENCE TO ALLOW 6 TO 10 FEET OF WORK SPACE BETWEEN THE FENCE AND THE BUILDING.
  - D. WHERE THERE ARE SEVERE SPACE CONSTRAINTS DUE TO TRACT SIZE, OR OTHER SPECIAL REQUIREMENTS.
8. WHERE ANY OF THE ABOVE EXCEPTIONS RESULT IN A FENCE BEING CLOSER THAN 4 FEET TO A TREE TRUNK, PROTECT THE TRUNK WITH STRAPPED OR PLANKING TO A HEIGHT OF 8 FEET (OR LIMITS OF LOWER BRANCHING) IN ADDITION TO THE REDUCED FENCING PROVIDED.
9. TREES APPROVED FOR REMOVAL SHALL BE REMOVED IN A MANNER WHICH DOES NOT IMPACT TREES TO BE PRESERVED.
10. ANY ROOTS EXPOSED BY CONSTRUCTION ACTIVITY SHALL BE PRUNED FLUSH WITH THE SOIL. BACKFILL ROOT AREAS WITH GOOD QUALITY TOP SOIL AS SOON AS POSSIBLE. IF EXPOSED ROOT AREAS ARE NOT BACKFILLED WITHIN 2 DAYS, COVER THEM WITH ORGANIC MATERIAL IN A MANNER WHICH REDUCES SOIL TEMPERATURE AND MINIMIZES WATER LOSS DUE TO EVAPORATION.
11. ANY TRENCHING REQUIRED FOR THE INSTALLATION OF LANDSCAPE IRRIGATION SHALL BE PLACED AS FAR FROM EXISTING TREE TRUNKS AS POSSIBLE.
12. NO LANDSCAPE TOPSOIL DRESSING GREATER THAN 4 INCHES SHALL BE PERMITTED WITHIN THE DRIPLINE OF TREES. NO SOIL IS PERMITTED ON THE ROOT FLARE OF ANY TREE.
13. PRUNING TO PROVIDE CLEARANCE FOR STRUCTURES, VEHICULAR TRAFFIC, AND EQUIPMENT SHALL TAKE PLACE BEFORE CONSTRUCTION BEGINS.
14. ALL FINISHED PRUNING MUST BE DONE ACCORDING TO RECOGNIZED, APPROVED STANDARDS OF THE INDUSTRY (REFERENCE THE NATIONAL ARBORIST ASSOCIATION PRUNING STANDARDS FOR SHADE TREES AVAILABLE UPON REQUEST FROM THE CITY ARBORIST).
15. DEVIATIONS FROM THE ABOVE NOTES MAY BE CONSIDERED ORDINANCE VIOLATIONS IF THERE IS SUBSTANTIAL NON-COMPLIANCE OR IF A TREE SUSTAINS DAMAGE AS A RESULT.



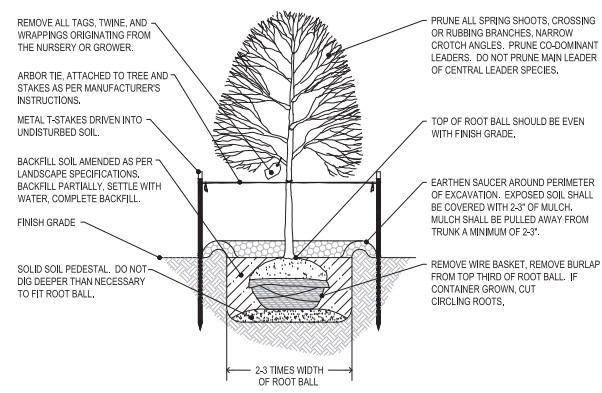
**NOTE:**  
1. TREE PROTECTION FENCING TO BE PLACED AROUND ALL PRESERVED TREES

**FENCING**  
STAKES @ 6' O.C.

**PLAN VIEW OF SINGLE TREE**

**NOTE:**  
1. TREE PROTECTION FENCING SHOWN'S OUTSIDE TREE PRESERVATION CANOPY FOR GRAPHICAL PURPOSES. THE TREE PROTECTION FENCING SHALL BE RUN UNDER THE DRIP LINE OF THE PRESERVED CANOPY.

**1 TREE PROTECTION FENCING DETAIL**  
NO SCALE



**2 TREE PLANTING DETAIL**  
NO SCALE

PRELIMINARY PLAT  
THE CURVE

300 Pointe Parkway Blvd  
Tulsa, Oklahoma 74109

**Crafton Tull**  
craftontull.com | tulsa@craftontull.com  
405.767.6270 | 405.767.6271 | 405.767.6272

TREE CANOPY MANAGEMENT PLAN  
NOTES AND DETAILS  
L-501  
3 OF 3  
DATE: 07/24/20  
PROJECT NO.: 20670900

DRAWING PREPARED BY: JESSICA B. HARRIS



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:** September 22, 2020

**Subject:** (PC-2052) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Detached Residential to O-2, General Office and a resolution to amend the Comprehensive Plan from COMM, Commercial to OR, Office Retail, for the property described as part of Leavitts SE 15<sup>th</sup> St. Acres, addressed as 1120 S. Post Road.

**Executive Summary:** This is a request to rezone the property from R-6, Single Family Detached Residential to the O-2, General Office District. The area of request was rezoned to a PUD in 2011, however, due to lack of substantial progress, that PUD expired three (3) years after approval. If this request is approved, the applicant plans to subdivide the parcel into individual lots for office development. No variances are being requested. All future construction would be required to meet the minimum requirements of the Zoning Ordinance including parking, landscaping, screening, exterior materials, coverage, setbacks, minimum lot size, etc. If the parcel is subdivided into separate lots, staff would encourage limiting the driveways and providing for cross-access between lots. Chapter 4 of the Comprehensive Plan states that shared driveways and cross-access should be

promoted along arterial and collector roadways. Action is at the discretion of the City Council.

**Dates of Hearing:**  
Planning Commission –  
September 1, 2020  
City Council – September  
22, 2020

**Owner:** Jeff Moore

**Applicant:** Jeff Moore

**Proposed Use:** Office use



**Size:**

The area of request has a frontage of approximately 600' along S. Post Rd. and a depth of approximately 268' along S.E. 10<sup>th</sup> St. containing an area of approximately 161,117 square feet or 3.86 acres, more or less.

**Development Proposed by Comprehensive Plan:**

Area of Request – Commercial (COMM)  
North and East – Low Density Residential (LDR)  
South – Office Retail (OR)  
West – Office Retail (OR) and Public/Semi-Public (PSP)

**Zoning Districts:**

Area of Request – R-6, Single Family Detached Residential  
North – R-6, Single Family Detached Residential  
East – R-6, Single Family Detached Residential and PUD, Planned Unit Development  
South – PUD, Planned Unit Development  
West – R-6, Single Family Detached Residential and C-3, Community Commercial

**Land Use:**

Area of Request – Vacant  
North – Residential Homes  
East and South – Vacant  
West – Gregg S. Govett Medical Office and Liberty Christian Center Church

**Municipal Code Citation:**

2.17. O-2, General Office  
2.21.1 General Description

This commercial district is intended to provide a location for offices at a higher density than that allowed in the restricted office district.

This district places an emphasis on building location and design in conjunction with landscaping.

This district should be located and designed so that it can be used as a buffer between residential areas and more intense land use activities.

**History:**

1. This area was platted as a part of the Leavitt's SE 15<sup>th</sup> Street Acres, approved in Feb. of 1949.
2. July 5, 2011 – (PC-1743) A PUD was approved allowing for R-6, Single Family Detached Residential and C-3, Community Commercial
3. August 23, 2011 – (PC-1746) A preliminary plat including the area of request was approved.
4. January 10, 2012 – (PC-1757) A final plat including the area of request was approved.
5. January 10, 2013 – The approved final plat approval became void as the plat was not filed within one (1) year of approval as required by the Subdivision Regulations.

6. July 2014 (PC-1743) The governing PUD expired due to inaction within the three year required timeline in accordance with 7.3.2 (b) (3) of the 2010 Zoning Ordinance.
7. Planning Commission recommended approval of this item September 1, 2020.

**Staff Comments:**

**Engineer's report:**

Note: This application is for rezoning of 1120 S Post Road from Single Family Residential (R-6) to General Office (O-2).

Water Improvements

There are two public waterlines bordering this parcel. A six (6) inch public water main runs along the south side of SE 10<sup>th</sup> Street. A thirty six (36) inch public water main running along the east side of Post Road. Of note is that the thirty six (36) inch line is largely under the pavement of Post Road which would require additional work if tapping for commercial purposes.

Connection to the public water supply system for domestic service is a building permit requirement per Municipal Code 43-32 for all new buildings.

Sanitary Sewerage Collection and Disposal

There are two public sanitary sewer lines bordering this parcel. An eight (8) inch line runs along the north side of SE 10<sup>th</sup> Street. An eight (8) inch line runs along the east side of Post Road.

Connection to the public sanitary sewer system for domestic service is a building permit requirement per Municipal Code Chapter 43-109.

Streets and Sidewalks

Access to the area of request is available off SE 10<sup>th</sup> Street which is classified as an existing collector in the 2008 Comprehensive Plan. A collector street requires a total right of way of 60 feet, 30 feet on each side of the centerline. Post Road is classified as a Secondary Arterial in the 2008 Comprehensive Plan. A secondary street requires a total right of way of 100 feet, 50 feet on each side of the centerline.

SE 10<sup>th</sup> Street is a two lane, 20 foot wide, uncurbed, asphalt roadway. If the applicant plats this property in the future; half street improvements along SE 10<sup>th</sup> Street will be required per 38-45.

Post Road has been constructed as a divided secondary arterial with appropriate lane widths and curbing. No median cuts will be allowed for future development unless for a public thoroughfare.

Sidewalks do not exist on the east side of Post Road or along either side of SE 10<sup>th</sup> Street. Sidewalk improvements along SE 10<sup>th</sup> Street and Post Road will be required with a building permit submittal as outlined in Municipal Code 37-67.

A signalized pedestrian crossing exists immediately to the northwest at SE 10<sup>th</sup> Street and Post Road. At the crossing, a sidewalk runs from the south along the west side of Post Road; the sidewalk crosses and then runs along the east side of Post Road to the north. The portion of the east side of Post Road from SE 10<sup>th</sup> Street to SE 15<sup>th</sup> Street has been identified by the Sidewalk Committee as a priority area.



Corner of SE 10<sup>th</sup> Street and Post Road



NW Corner of NE 10<sup>th</sup> Street and Post Road



Looking west on SE 10<sup>th</sup> Street. No Curb and Gutter or sidewalk. Note the poor condition of roadway surface.



Looking west on SE 10<sup>th</sup> Street.

Drainage and Flood Control, Wetlands, and Sediment Control

The proposed development falls to the south and southeast to a tributary flowing west under Post Road. A developed storm system runs along Post Road and there is a 24 inch cross drain crossing SE 10<sup>th</sup> at the northeast corner of the property.





North side of SE 10<sup>th</sup> Street, inlet catching water and taking it via 24" pipe to east side of property in question.



East side of property. Water flows from the 24" cross drain across this property to the south to intersect with the drainage along the south



South side of SE 10<sup>th</sup> Street, outflow of 24" cross drain opposite inlet.

All the drainage eventually flows into Soldier Creek. Currently, the proposed development tract is undeveloped with no improvements or structures.

Detention plans and construction will be required as part of any future building permit.

The area of request does not have regulated floodway or flood zone AE (the 100-year floodplain) as shown on the effective Flood Insurance Rate Map (FIRM) number 40109C0330H, dated December 18<sup>th</sup>, 2009.

The National Wetlands Inventory, [www.fws.gov/wetlands/data/Mapper.html](http://www.fws.gov/wetlands/data/Mapper.html) prepared by the United States Department of the Interior Fish and Wildlife Service, access August 11<sup>th</sup> 2020, shows that the blue line tributary on the south boundary is a Freshwater Forested/Shrub Wetland, PF01A. Any development of the parcel will need appropriate permitting and/or documentation from the Army Corps of Engineers.

All future development on the proposed tracts must conform to the applicable requirements of Municipal Code Chapter 13, "Drainage and Flood Control."

Resolution 84-20 requires that developers install and maintain sediment and/or erosion controls in conjunction with their construction activities. Any proposed development must conform to the applicable requirements of Municipal Code Chapter 43, "Erosion Control." Sediment control plans must be submitted to and approved by the city before any land disturbance is done on-site. The developer is responsible for the cleanup of sediment and other debris from drainage pipes, ditches, streets and abutting properties as a result of his activities.

Easements and Right-of-Way

As outlined in Municipal Code 38-45, SE 10<sup>th</sup> Street is a collector road and shall have a total right-of-way of sixty (60) feet, thirty (30) feet each side of center line. The area of request currently shows to have fifty five (55) feet which is less than required per subdivision regulations. If future platting, the additional right of way will be required. Post Road is a secondary divided arterial and shall have a total right-of-way of one hundred (100) feet, fifty (50) feet each side of center line.

**Fire Marshal's report:**

PC-2052 is a request to re-zone the parcel located at 1120 S. Post, from R-6, single family residential to O-2, general office.

- The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.
- All other requirements will be reviewed once design / construction plans have been submitted.

**Plan Review Comments:**

This is an application to rezone the parcel located at 1120 S. Post from R-6, Single Family Detached Residential to O-2, General Office. As mentioned above, a preliminary plat and PUD application were previously approved for the area of request, however, both have expired due to lack of substantial progress and/or filing.

In July of 2011, a single PUD (PC-1743) was approved for this area of request as well adjacent lot to the east. This PUD allowed for a mixture of residential and commercial uses. The PUD was approved under the 2010 Zoning Ordinance. Following the PUD approval, a preliminary plat for the same area was approved in August of 2011 (PC-1746) and the final plat was approved in January 2012 (PC-1757). The preliminary and final plats were approved under the 1985 Subdivision Regulations. The final plat was never filed and is therefore void of all approvals. See the code references below relating to expiration of PUDs and final plats.

*2010 Zoning Ordinance*

*7.3.2 Planned Unit Development Review Procedures*

*7.3.2 (B) Application for rezoning and PUD Master Plan*

*7.3.2(B)(3) Expiration of PUD master plan*

*If, after three (3) years from the date of approval of a PUD master plan, no substantial development progress has been made within the PUD, then the PUD master plan shall expire. If a PUD master plan expires, a new PUD master plan must be submitted and approved according to the procedures within this 7.3 PUD Application and Review.*

- a. An extension to the three (3) year expiration shall be granted if a development application for the PUD has been submitted and is undergoing the development review process or if the Community Development Director determines that development progress is occurring.*

*1985 Subdivision Regulations*

*Division 6 – Final Plat*

*Sec. 38-89*

*All final plats shall be filed within one (1) year of the date of acceptance by the city council, and no lots shall be sold from any plat until recorded. Failure to record the plat within one (1) year of the date of city council acceptance, shall void all approvals thereto.*

As the PUD was approved in 2011 and no substantial development progress has been made in the nine (9) years since, that PUD master plan has expired and the area of request has reverted back to its original zoning designation of R-6, Single Family Detached Residential.

As the final plat was approved in 2012 and was not filed within one (1) year of approval, it has become void.

If this request is approved, the following requirements of the Zoning Ordinance must be met:

- The building must be constructed of 80% masonry materials. The City does not accept EIFS as a masonry product.
- Parking of 1 space per 250 sq. ft. GLA for the first 12,000 sq. ft. of GLA. From 12,001 sq. ft – 48,000 sq. ft. GLA = 1 space per 300 sq. ft. of GLA.
- Minimum aisle width of 26’.
- Minimum parking space size of 9’x18’6”.
- 25’ front building line along S. Post

- South side setback of 5'
- Base landscaping of six (6) trees and twelve (12) shrubs plus two (2) trees and two (2) shrubs for every ten (10) parking spaces installed. Landscaping must be in place prior to issuance of a Certificate of Occupancy.
- Maximum lot coverage of 90%
- Signage must meet the requirements of the Sign Ordinance
- Dumpster must be enclosed on three (3) sides by a minimum of 8' tall masonry walls.

As noted in the Executive Summary, the Comprehensive Plan does encourage shared driveways and cross-access. If the applicant decides to subdivide this parcel in the future, it should be noted that shared driveways and cross-access should be utilized in accordance with the Comprehensive Plan.

Staff sent notices out to all property owners within 300 feet of the area of request. As of this writing, staff has received no calls or letters of protest.

Action is at the discretion of the City Council.

**Action Required:**

Approve or reject the ordinance to redistrict to O-2, General Office and a resolution to amend the Comprehensive Plan from COMM, Commercial to OR, Office Retail, for the property as noted herein, subject to staff comments as found in the September 22, 2020 agenda packet and made a part of PC-2052 file.



Billy Harless  
Community Development Director

KG:SS

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: August 14<sup>th</sup>, 2020

Subject: Engineering staff comments for pc-2052 rezoning application

**ENGINEERING STAFF CODE CITATIONS AND COMMENTS - PC-2052:**

Note: This application is for rezoning of 1120 S Post Road from Single Family Residential (R-6) to General Office (O-2).

**Water Improvements**

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Connection to the public water supply system for domestic service is a building permit requirement per Municipal Code 43-32 for all new buildings.

**Sanitary Sewerage Collection and Disposal**

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Connection to the public sanitary sewer system for domestic service is a building permit requirement per Municipal Code Chapter 43-109.

**Streets and Sidewalks**

Access to the area of request is available off SE 10<sup>th</sup> Street which is classified as an existing collector in the 2008 Comprehensive Plan. A collector street requires a total right of way of 60 feet, 30 feet on each side of the centerline. Post Road is classified as a Secondary Arterial in the 2008 Comprehensive Plan. A secondary street requires a total right of way of 100 feet, 50 feet on each side of the centerline.

SE 10<sup>th</sup> Street is a two lane, 20 foot wide, uncurbed, asphalt roadway. If the applicant plats this property in the future; half street improvements along SE 10<sup>th</sup> Street will be required per 38-45.

Post Road has been constructed as a divided secondary arterial with appropriate lane widths and curbing.

100 N. Midwest Boulevard, Midwest City, Oklahoma 73110

Engineering Division (405) 739-1220 X FAX (405)739-1399

*An Equal Opportunity Employer*

No median cuts will be allowed for future development unless for a public thoroughfare.

Sidewalks do not exist on the east side of Post Road or along either side of SE 10<sup>th</sup> Street. Sidewalk improvements along SE 10<sup>th</sup> Street and Post Road will be required with a building permit submittal as outlined in Municipal Code 37-67.

A signalized pedestrian crossing exists immediately to the northwest at SE 10<sup>th</sup> Street and Post Road. At the crossing, a sidewalk runs from the south along the west side of Post Road; the sidewalk crosses and then runs along the east side of Post Road to the north. The portion of the east side of Post Road from SE 10<sup>th</sup> Street to SE 15<sup>th</sup> Street has been identified by the Sidewalk Committee as a priority area.



Corner of SE 10<sup>th</sup> Street and Post Road



NW Corner of NE 10<sup>th</sup> Street and Post Road



Looking west on SE 10<sup>th</sup> Street. No Curb and Gutter or sidewalk. Note the poor condition of roadway surface.



Looking west on SE 10<sup>th</sup> Street.

### **Drainage and Flood Control, Wetlands, and Sediment Control**

The proposed development falls to the south and southeast to a tributary flowing west under Post Road. A developed storm system runs along Post Road and there is a 24 inch cross drain crossing SE 10<sup>th</sup> at the northeast corner of the property.



North side of SE 10<sup>th</sup> Street, inlet catching water and taking it via 24" pipe to east side of property in question.



East side of property. Water flows from the 24" cross drain across this property to the south to intersect with the drainage along the south.



South side of SE 10<sup>th</sup> Street, outflow of 24" cross drain opposite inlet.

All the drainage eventually flows into Soldier Creek. Currently, the proposed development tract is undeveloped with no improvements or structures.

Detention plans and construction will be required as part of any future building permit.

The area of request does not have regulated floodway or flood zone AE (the 100-year floodplain) as shown on the effective Flood Insurance Rate Map (FIRM) number 40109C0330H, dated December 18<sup>th</sup>, 2009.

The National Wetlands Inventory, [www.fws.gov/wetlands/data/Mapper.html](http://www.fws.gov/wetlands/data/Mapper.html) prepared by the United States Department of the Interior Fish and Wildlife Service, access August 11<sup>th</sup> 2020, shows that the blue line tributary on the south boundary is a Freshwater Forested/Shrub Wetland, PF01A. Any development of the parcel will need appropriate permitting and/or documentation from the Army Corps of Engineers.

All future development on the proposed tracts must conform to the applicable requirements of Municipal Code Chapter 13, "Drainage and Flood Control."

Resolution 84-20 requires that developers install and maintain sediment and/or erosion controls in conjunction with their construction activities. Any proposed development must conform to the applicable requirements of Municipal Code Chapter 43, "Erosion Control." Sediment control plans must be submitted to and approved by the city before any land disturbance is done on-site. The developer is responsible for the cleanup of sediment and other debris from drainage pipes, ditches, streets and abutting properties as a result of his activities.

## **Easements and Right-of-Way**

As outlined in Municipal Code 38-45, SE 10<sup>th</sup> Street is a collector road and shall have a total right-of-way of sixty (60) feet, thirty (30) feet each side of center line. The area of request currently shows to have fifty five (55) feet which is less than required per subdivision regulations. If future platting, the additional right of way will be required. Post Road is a secondary divided arterial and shall have a total right-of-way of one hundred (100) feet, fifty (50) feet each side of center line.





## Midwest City Fire Marshal's Office

8201 E Reno Avenue, Midwest City, OK 73110  
[aduncan@midwestcityok.org](mailto:aduncan@midwestcityok.org) Office: 405-739-1355  
[www.midwestcityok.org](http://www.midwestcityok.org)



Re: PC - 2052

Date: 18 AUGUST 2020

PC-2052 is a request to re-zone the parcel located at 1120 S. Post, from R-6, single family residential to O-2, general office.

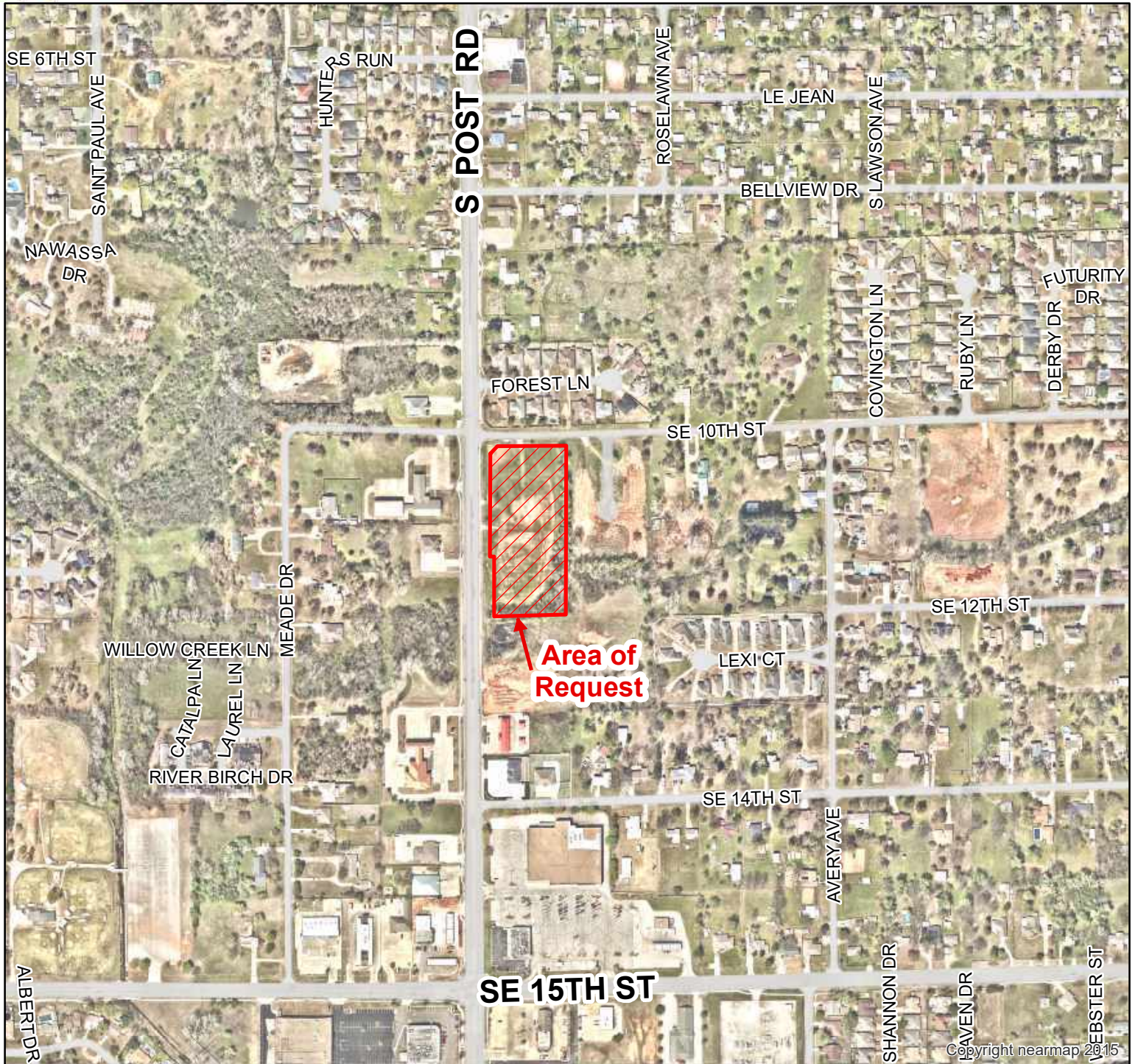
- The property is required to meet and maintain the requirements of Midwest City Ordinances Section 15.
- All other requirements will be reviewed once design / construction plans have been submitted.

Respectfully,

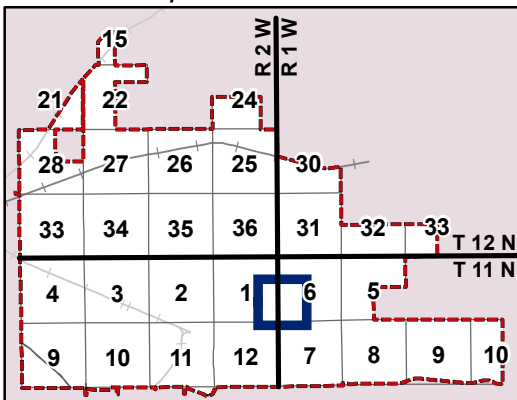
A handwritten signature in black ink that reads "Ashley N. Duncan".

Ashley Duncan  
Fire Prevention Officer, FPE  
Midwest City Fire Department

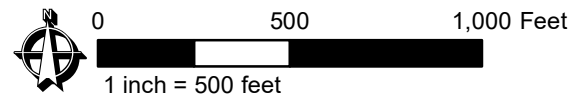
The Midwest City Fire Department is committed to providing the highest level of public safety services for our community and citizens. We protect lives and property through fire suppression, emergency medical response, disaster management, fire prevention and public education.



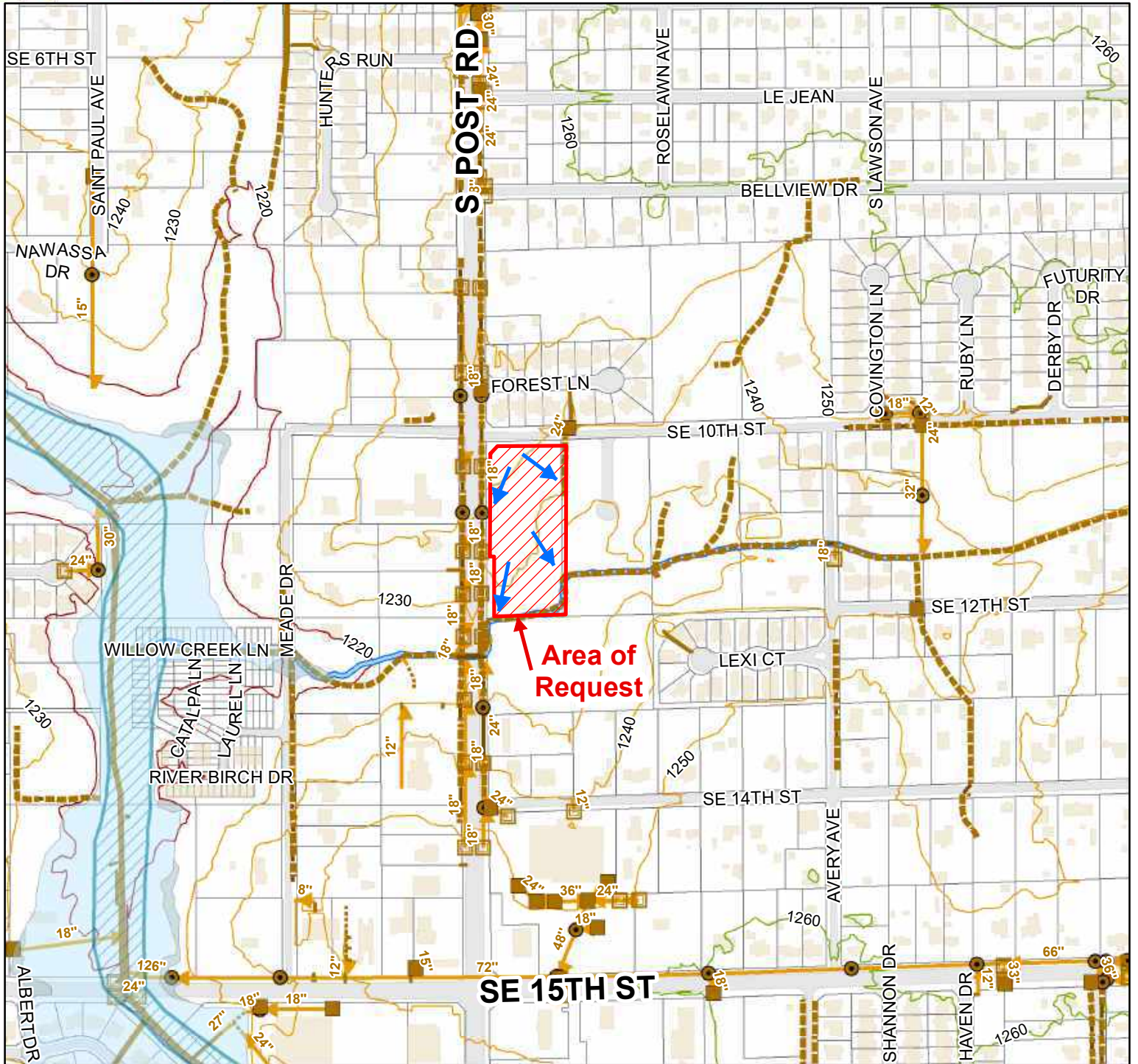
Locator Map



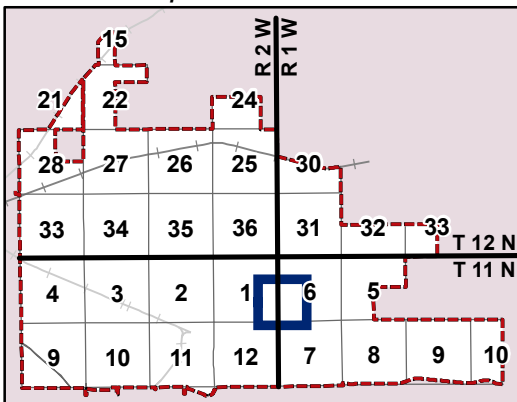
**3/2020 NEARMAP AERIAL VIEW FOR  
PC-2052  
(SW/4, Sec. 6, T11N, R2W)**



THIS MAP IS A GENERAL INFORMATION PUBLIC RESOURCE. THE CITY OF MIDWEST CITY MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE AS TO THE CONTENT, ACCURACY, TIMELINESS OR COMPLETENESS OF ANY OF THE INFORMATION PROVIDED ON THIS MAP. ANY PARTY'S USE OR RELIANCE ON THIS MAP OR ANY INFORMATION ON IT IS AT THAT PARTY'S OWN RISK AND WITHOUT LIABILITY TO THE CITY OF MIDWEST CITY, ITS OFFICIALS OR ITS EMPLOYEES FOR ANY DISCREPANCIES, ERRORS OR VARIANCES THAT MAY EXIST.



Locator Map



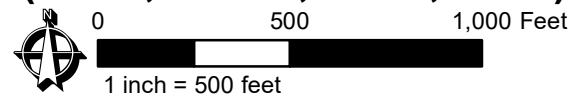
- Drainage Legend**
- Curb Inlets
  - Inlets
  - Junction Box
  - Culverts
  - Flumes
  - Developed Channels
  - Trickle Channels
  - Undeveloped Channels
  - Storm Lines
  - Creeks
- ELEVATION**
- 1166-1204 ft
  - 1204-1228 ft
  - 1228-1250 ft
  - 1250-1278 ft
  - 1278-1324 ft

**2009 FEMA Floodplains**

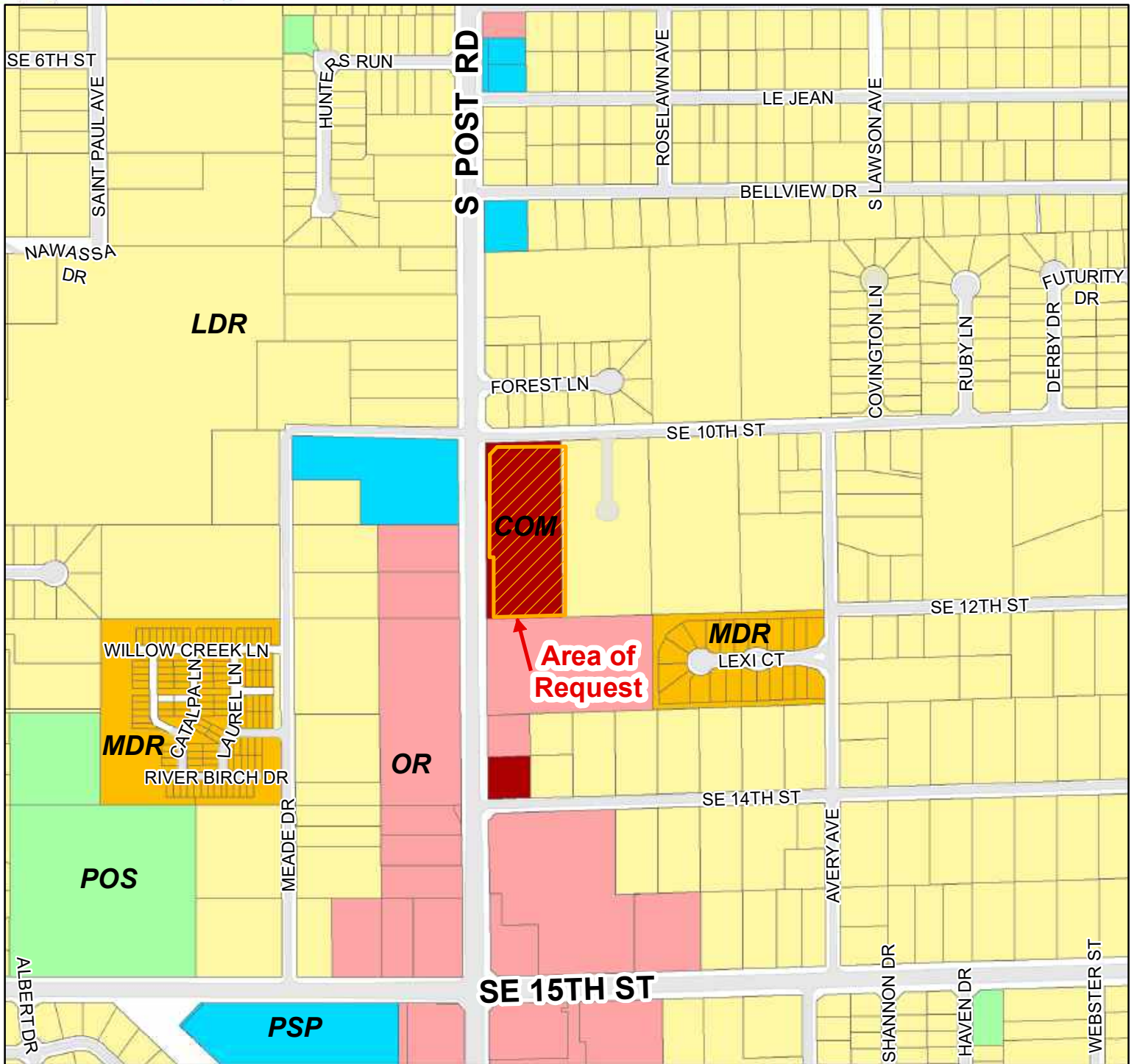
- 500-yr floodplain
- 100-yr floodplain
- 2009 FEMA Floodway**
- FLOODWAY

**DRAINAGE  
LOCATION MAP FOR  
PC-2052**

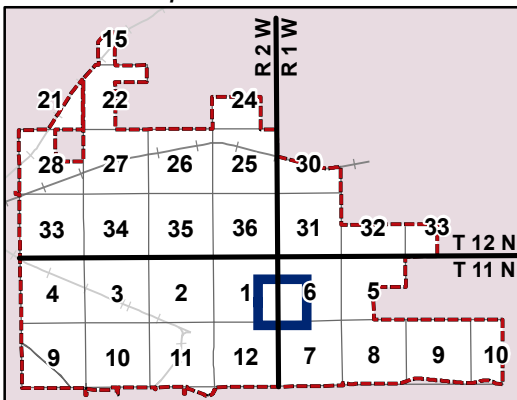
**(SW/4, Sec. 6, T11N, R2W)**



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Locator Map



Future Land Use Legend

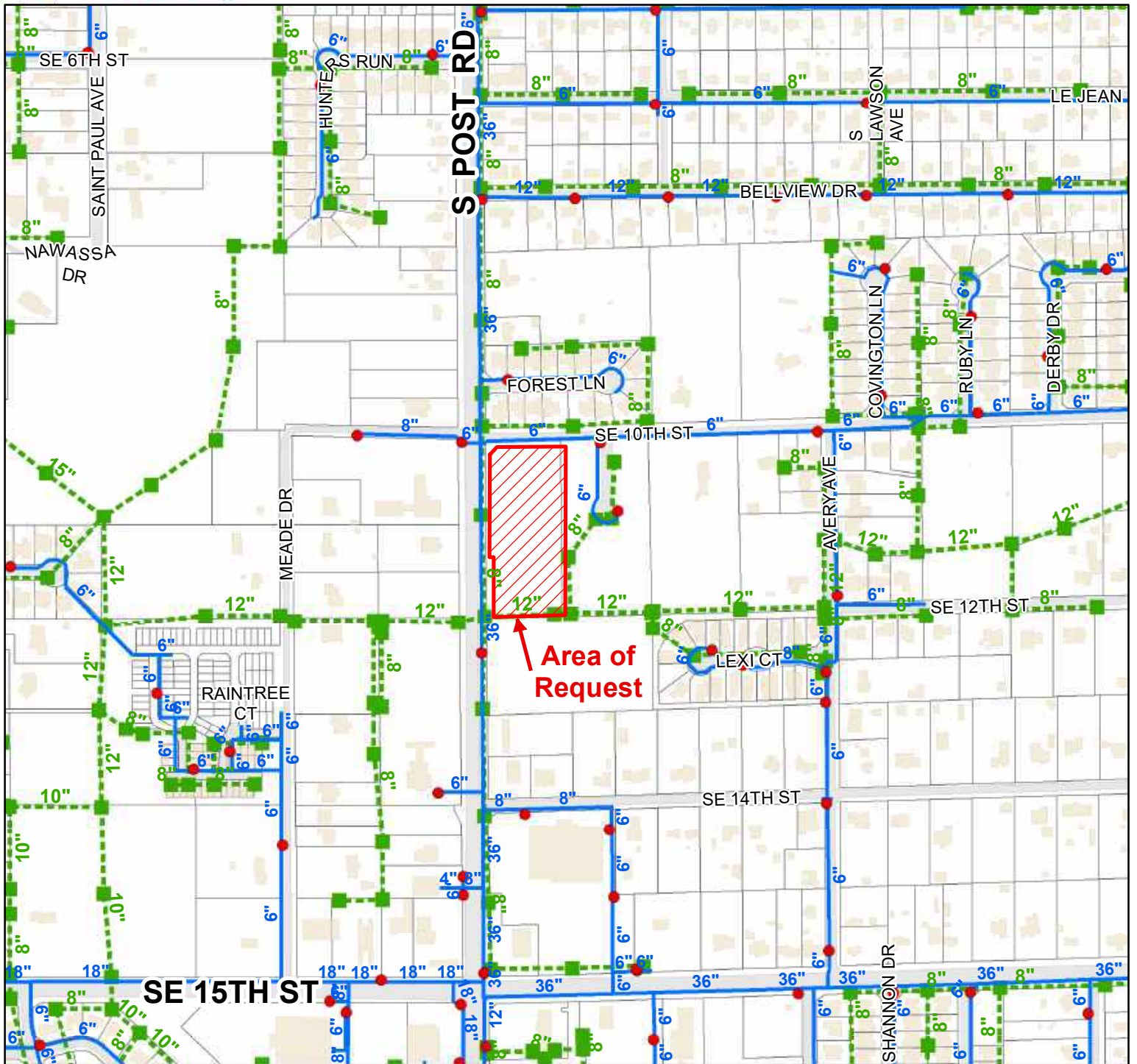
- Single-Family Detached Residential
- Medium Density Residential
- High Density Residential
- Manufactured Home
- Public/Semi-Public
- Parks/Open Space
- Office/Retail
- Commercial
- Industrial
- Town Center

## FUTURE LAND USE MAP FOR PC-2052

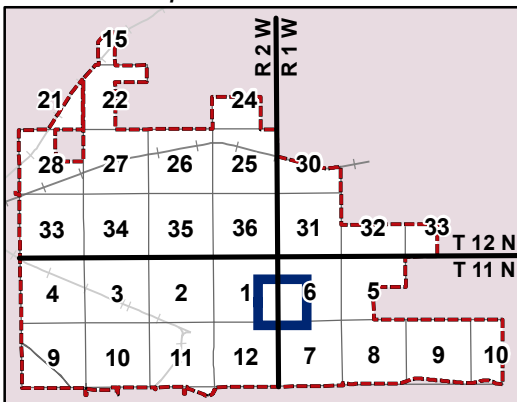
**(SW/4, Sec. 6, T11N, R2W)**



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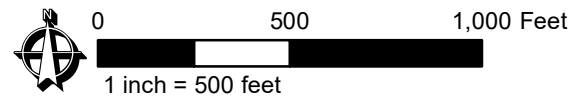
Locator Map



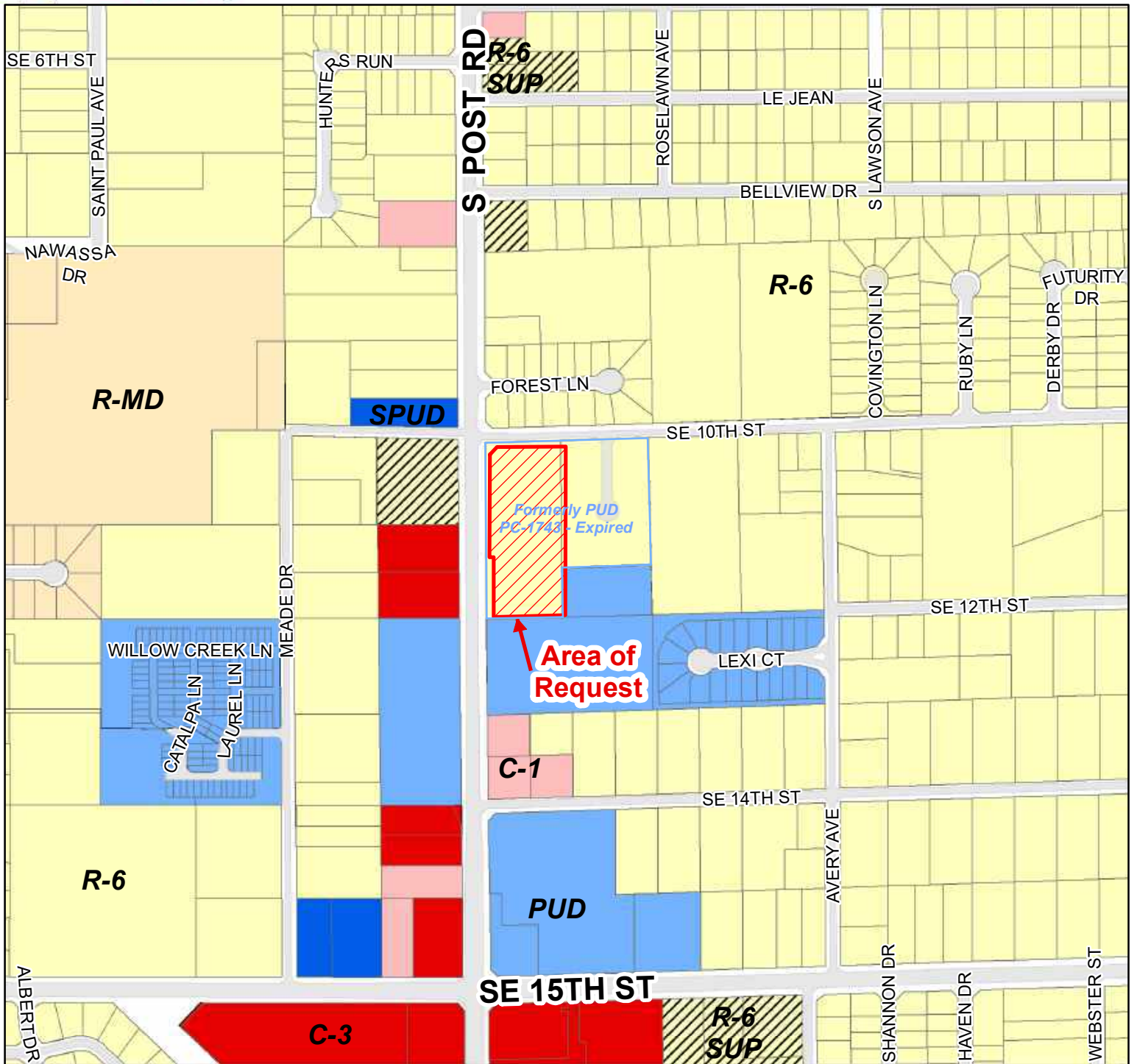
**Water/Sewer Legend**

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

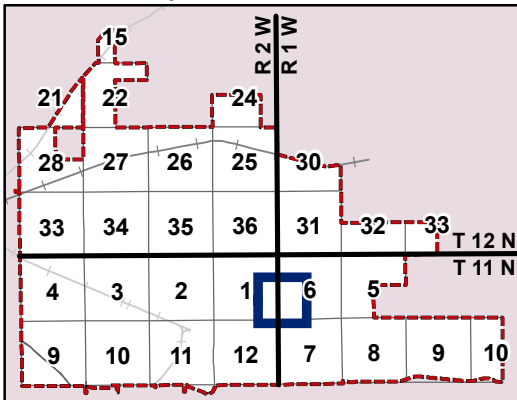
**WATER/SEWER LINE  
LOCATION MAP FOR  
PC-2052  
(SW/4, Sec. 6, T11N, R2W)**



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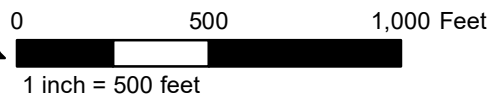
Locator Map



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-2052  
(SW/4, Sec. 6, T11N, R2W)**



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RESOLUTION NO. 2020-\_\_\_\_\_

A RESOLUTION AMENDING THE COMPREHENSIVE PLAN MAP CLASSIFICATION FROM COMM, COMMERCIAL, TO OR, OFFICE RETAIL FOR THE PROPERTY DESCRIBED IN THIS RESOLUTION WITHIN THE CITY OF MIDWEST CITY, OKLAHOMA.

**WHEREAS**, the Comprehensive Plan Map of Midwest City, Oklahoma shows the following described property identified as COMM, Commercial:

Leavitts SE 15<sup>th</sup> Street Acres 000 000 Blk 60 plus ½ vacated street adj on S., also described as beginning 50ft. E and 1950.95ft. N and 55ft. S of SW/C of the SW/4 of Section 6, T11N, R1W, Thence NE35.90ft., E35.90ft., E243.51ft., S597.58ft., W252.73ft., N212.07ft., W15ft., N363.85ft., to beginning.

**WHEREAS**, it is the desire of the Midwest City Council to amend the classification of the referenced property to Office Retail;

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

That the classification of above described property located in Midwest City, Oklahoma is hereby changed to Office/Retail on the Comprehensive Plan Map.

**PASSED AND APPROVED** by the Mayor and Council of the City of Midwest City, Oklahoma, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF MIDWEST CITY, OKLAHOMA

\_\_\_\_\_  
MATTHEW D. DUKES II, Mayor

ATTEST:

\_\_\_\_\_  
SARA HANCOCK, City Clerk

**APPROVED** as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
HEATHER POOLE, City Attorney

1 **PC-2052**

2 **ORDINANCE NO. \_\_\_\_\_**

3 **AN ORDINANCE RECLASSIFYING THE ZONING DISTRICT OF THE PROPERTY**  
4 **DESCRIBED IN THIS ORDINANCE TO O-2 GENERAL OFFICE, AND DIRECTING**  
5 **AMENDMENT OF THE OFFICIAL ZONING DISTRICT MAP TO REFLECT THE RE-**  
6 **CLASSIFICATION OF THE PROPERTY’S ZONING DISTRICT; AND PROVIDING**  
7 **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 O-2, General Office, subject to the conditions contained in the PC-2052 file, and that the offi-  
cial Zoning District Map shall be amended to reflect the reclassification of the property’s zoning  
district as specified in this ordinance:

12 Leavitts SE 15<sup>th</sup> Street Acres 000 000 Blk 60 plus ½ vacated street adj on S., also de-  
13 scribed as beginning 50ft. E and 1950.95ft. N and 55ft. S of SW/C of the SW/4 of Sec-  
14 tion 6, T11N, R1W, Thence NE35.90ft., E35.90ft., E243.51ft., S597.58ft., W252.73ft.,  
N212.07ft., W15ft., N363.85ft., to beginning.

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-  
tions of the ordinance.

19 PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma,  
20 on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

21 THE CITY OF MIDWEST CITY, OKLA-  
22 HOMA

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 \_\_\_\_\_, 2020.

29 \_\_\_\_\_  
30 HEATHER POOLE, City Attorney

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**Fleet Services**  
8730 SE 15<sup>th</sup> Street  
Midwest City, OK 73110  
[crdavis@midwestcityok.org](mailto:crdavis@midwestcityok.org)  
Office: 405.739.1035  
[www.midwestcityok.org](http://www.midwestcityok.org)

TO: Mayor and Council

FROM: Craig Davis, Fleet Services

Date: September 22, 2020

Subject: Discussion and consideration of awarding the bid for an onsite turnkey vehicle and equipment parts operation to O'Reilly Auto Parts.

---

You may recall that the City of Midwest City opened bids for an onsite turnkey vehicle and equipment parts operation on May 26, 2020. Bids were submitted by NAPA / Genuine Parts Company and O'Reilly's Auto Parts Company with a contract to be in effect from July 1, 2020 until June 30, 2021 with provisions to renew for four (4) additional twelve-month periods.

At that time, the inventory of unused parts that needed to be purchased by the lowest bidder was still ongoing, so we requested two extensions which the Council approved.

At this time, we are ready to award the O'Reilly bid. As a reminder, the Fleet Services Department expects to spend approximately \$800,000 for replacement parts, oils and lubricants through this contract in fiscal year 2020-21. The Fleet Services Department uses these products to service and repair City owned vehicles and equipment.

Respectfully,

*Craig Davis*

---

Craig Davis, Fleet Services

# BID TAB INTEGRATED PARTS MIDWEST CITY 05/29/2020

## OPERATION COSTS

		O'REILLY	NAPA
1	COMPLY RFP	YES	YES
2	EXCEPTIONS	YES	YES
3	IN NETWORK MARKUP %	10%	
4	OUT OF NETWORK MARKUP %	10%	
5	ALL PARTS \$2,999 AND LESS		10%
6	ALL PARTS GREATER THAN \$2,999		5%
7	TIRE MARKUP	10%	5%
8	SUBLET COST MARKUP	10%	5%
9	ROUTE SERVICE, MONTH	\$370.00	\$0.00
10	MANAGER INCENTIVE, ANNUAL	\$2,000.00	\$0.00
11	DM INCENTIVE, ANNUAL	\$1,000.00	\$0.00
12	MARKET BASKET TOTAL	\$10,481.90	\$7,761.37

## VALUE ADDED BENEFITS

1	TECNICIAN TRAINING CLASSES	YES	YES
2	DISCOUNT FOR ON-TIME PAYMENT	2%	\$0.00
3	CFA INTEGRATION CREDIT	N/A	\$8,500.00
4	1ST MONTH OPERATING COSTS	N/A	FREE
5	STORES IN MWC	2	1
6	INTERNAL BUSINESS LOCATIONS	14	400
7	MWC EMPLOYEE DISCOUNT	YES	YES

## MARKET BASKET

	Part Description	Main Part #	Related part #	O'REILLY	NAPA	Difference	removed mismatched items
1	AIR FILTER	2691	42691	\$116.40	\$73.58	\$42.82	
2	AIR FILTER	6891	46891	\$149.45	\$94.47	\$54.98	
3	AIR FILTER	9115	49115	\$11.91	\$8.02	\$3.89	
4	BATTERY G31 STUD	7236		\$83.32	\$108.28	-\$24.96	
5	BATTERY G34 TOP	8434		\$80.54	\$93.36	-\$12.82	
6	BATTERY G78 SIDE	8478		\$79.99	\$93.36	-\$13.37	
7	BATTERY G24 POST	7524		\$67.21	\$80.83	-\$13.62	
8	BATTERY G31 POST	7237		\$84.43	\$108.28	-\$23.85	
9	BATTERY G4D POST	7266	4D3	\$138.23	\$156.98	-\$18.75	
10	BLOWER HOUSING	LS505254	TYMCO 600	\$2,072.88	\$2,027.86	\$45.02	
11	BRAKE CLEANER CAN	4800	72408	\$1.73	\$2.31	-\$0.58	
12	Brake Rotor Only - Fr	880387	580387RGS	\$33.18	\$75.83	-\$42.65	
13	BRAKE SHOE KIT-NEW	077U836N	PF4709E23	\$50.07	\$72.71	-\$22.64	
14	BRK DRUM	3600A	60001-01	\$142.71	\$166.03	-\$23.32	
15	BRK DRUM	3576	9494DGS	\$28.86	\$237.47	mismatch	-\$208.61
16	COOLER LINE	19129790	625-665	\$168.89	\$209.63	-\$40.74	
17	COOLER LINE	19129789	625-664	\$228.38	\$209.63	\$18.75	
18	2DEXOS 5w30	MOTOR OIL	5W30	\$54.26	\$8.83	mismatch	\$45.43
19	DISC BRAKE ROTOR ONL	880403	580403RGS	\$32.47	\$55.50	-\$23.03	
20	DISC PAD	AD8269	MKD269	\$18.73	\$44.50	-\$25.77	
21	ROTOR KIT	SD880403KT1	580403RGS	\$32.47	\$161.36	mismatch	-\$128.89
22	ROTOR KIT	SD880401KT1	580405RGS	\$26.70	\$109.72	mismatch	-\$83.02
23	ENGINE MOUNT	6022089	2987	\$20.92	\$41.56	-\$20.64	
24	COOLANT GAL	FCA003	FLEET	\$73.87	\$11.74	mismatch	\$62.13
25	HUB BEARING ASSEMBLY	BR930548K	513187	\$49.84	\$105.48	mismatch	-\$55.64
26	HYD FILTER	750912030	57230	\$161.60	\$102.16	\$59.44	
27	VALVE CORE	59347		\$19.44	\$1.58	mismatch	\$17.86
28	MOTOR MOUNT	6022292	3093	\$37.08	\$28.44	\$8.64	
29	CABIN AIR FILTER	4780	24780	\$10.59	\$6.42	\$4.17	
30	NEOFORM WIPER BLADE	602243	25-220	\$9.10	\$12.61	-\$3.51	
31	NEW ALTERNATOR	1N9379	05-0504	\$148.66	\$212.97	-\$64.31	
32	NEW COMPRESSOR	3621471	98271	\$313.97	\$293.68	\$20.29	
33	OIL FILTER	1748XD	51748	\$38.84	\$27.60	\$11.24	
34	OIL FILTER	1522MP	51522	\$5.29	\$3.24	\$2.05	
35	PTO ASSYM.	2261-270GBHVPB3XK		\$1,621.30	\$1,967.51	-\$346.21	
36	QUICK STRUT	171670	71670	\$55.87	\$104.77	mismatch	-\$48.90
37	COOLANT HOSE	24832	72053113082	\$54.20	\$18.02	mismatch	\$36.18
38	REMAN ALTERNATOR	2139652	5-12754	\$184.42	\$144.54	\$39.88	
39	REMAN ALTERNATOR	2139677	05-0577	\$140.61	\$136.74	\$3.87	

40	JD WHEEL CENTER	T19065		\$372.21	\$124.83	mismatch	\$247.38
41	TIE ROD END	2693045	ES3459	\$3.92	\$41.51		-\$37.59
42	TRANS. HOSE	19130473	624-958	\$30.43	\$27.83	\$2.60	
43	VALVE BODY	H1-031-6194		\$3,378.81	\$127.78	mismatch	\$3,251.03
44	WHL CHECK 33MM 1 5 16	WLCHB	W80553	\$9.10	\$0.63	mismatch	\$8.47
45	TIRE REP INSERTS	7101640	12-395-50	\$13.84	\$0.53	mismatch	\$13.31
46	HIGH TEMP CHECKS	WCHTB	WCHTB	\$0.64	\$0.89	-\$0.25	
47	OIL FILTER	1522MP	51522MP	\$4.81	\$3.24	\$1.57	
48	CABIN AIR FILTER	FL4780	24780	\$10.59	\$6.42	\$4.17	
49	OIL FILTER	FIL7060	57060MP	\$4.40	\$2.97	\$1.43	
50	WIPER BLADE	6022	22-1	\$4.74	\$7.14	-\$2.40	
				<b>\$10,481.90</b>	<b>\$7,761.37</b>	<b>\$2,720.53</b>	<b>\$3,119.14</b>



**City Manager**

100 N. Midwest Boulevard  
tlyon@midwestcityok.org  
Office: 405.739.1201  
[www.midwestcityok.org](http://www.midwestcityok.org)

TO: Mayor and Council Members

FROM: Tim Lyon, City Manager

Date: September 22, 2020

Subject: Discussion and Consideration of approving an ordinance amending Chapter 11, City Emergency Management, Section 11-4, Face Covering and Social Distancing During “COVID-19 Pandemic Emergency”; and providing for repealer and severability.

The safety and wellbeing of Midwest City’s residents and businesses are at risk as the numbers of COVID-19 deaths and infections increase. The availability of hospital beds is also a factor that was considered by the Council and Administration when reviewing what steps to take to curb the effects of the pandemic. While Midwest City has taken measures intended to insure both the safety of its residents and the ability of businesses to still remain operational, the status reports of the City’s Emergency Director containing information from CDC and OCCHD make clear that additional steps are necessary.

The attached Emergency Ordinance extends the expiration date of the City wide mask ordinance, in order to insure that our community can continue to engage in commerce and necessary activities of life without risking increasing the number of infected, hospitalizations and deaths within our community.

Respectfully,

Tim Lyon



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APPROVED as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
HEATHER POOLE, City Attorney

**SECTION 4. EMERGENCY.** The City Council declares this ordinance to be an emergency, it being immediately necessary for the preservation of the peace, health and safety of the City of Midwest City and the inhabitants thereof that the provisions of this ordinance be put into full force and effect, an emergency is hereby declared to exist by reason whereof this ordinance shall take effect and be in full force from and after its passage as provided by law.

EMERGENCY CLAUSE PASSED AND APPROVED by the Mayor and the Council of the City of Midwest City,

Oklahoma, this \_\_\_\_\_ day of \_\_\_\_\_, 2020

CITY OF MIDWEST CITY, OKLAHOMA

\_\_\_\_\_  
MATTHEW D. DUKES II, Mayor

ATTEST:

\_\_\_\_\_  
SARA HANCOCK, City Clerk

APPROVED as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
HEATHER POOLE, City Attorney



NEW BUSINESS/  
PUBLIC DISCUSSION





FURTHER INFORMATION







*The City of*  
**MIDWEST CITY**  
*COMMUNITY DEVELOPMENT DEPARTMENT*

To: Honorable Mayor and Council

From: Billy Harless, Community Development Director

Date: Aug 22, 2020

Subject: Monthly Residential and Commercial Building report for August 2020

School projects are coming to an end. Inspections are staying steady. Several Commercial Projects and Certificate of Occupancies are being reviewed and/or in process.

Billy Harless, AICP  
Community Development Director

BH:ad

*Midwest City Building Report*  
**BUILDING REPORT AUGUST 2020**

8	INDIVIDUAL RESIDENCES	\$	1,092,967.00
	DUPLEXES		
	APARTMENTS REMODEL/NEW		
	CONDOMINIUMS/TOWNHOUSE/APARTMENTS (STUDENT HOUSING)		
	PRIVATE GARAGES		
9	RESIDENTIAL REPAIR & EXPANSION	\$	249,800.00
12	FENCES	\$	29,260.00
2	SWIMMING POOLS/HOT TUBS	\$	87,000.00
1	CARPORTS	\$	3,500.00
1	PATIO COVER	\$	8,500.00
	PERSONAL STORAGE UNIT		
13	ACCESSORY BLDG.	\$	48,356.00
4	STORM SHELTER	\$	14,700.00
8	DEMOLITION	\$	16,000.00
20	DRIVE WAY		
	HOUSE RELOCATE ( MOVE IN ) / HOUSE MOVING (OUT)		
1	RETAINING WALL		
13	ROOF	\$	143,800.00
	<b>TOTAL VALUE OF RESIDENTIAL</b>		<b><u>\$1,693,883.00</u></b>
	<b><u>INDUSTRIAL AND COMMERCIAL:</u></b>		
	NEW BUSINESS STRUCTURES		
2	BUSINESS STRUCTURES REPAIRED/ EXPANDED	\$	23,000.00
	ACCESSORY BLDG.		
	SMALL WIRELESS FACILITIES OR TOWERS		
9	SIGNS	\$	21,705.00
	DEMOLITION		
	TENANT FINISH		
	POOLS		
	CANOPY/COVERED PARKING/PATIO COVER		
1	FENCE	\$	32,000.00
	TENTS / SEASONAL BUILDINGS / REVOCABLE		
	DRIVE WAY/ PARKING LOT		
	RETAINING WALL		
	ROOF		
	<b>TOTAL VALUE OF INDUSTRIAL/ COMMERCIAL BUILDINGS</b>		<b><u>\$76,705.00</u></b>
	<b><u>PUBLIC AND SEMI PUBLIC</u></b>		
	NEW SCHOOL STRUCTURES		
	SCHOOL STRUCTURE REPAIR/ EXPANDED		
	SCHOOL STRUCTURE MOVED IN		
	SIGNS		
	CITY MONUMENT SIGN		
	NEW CHURCH		
	NEW CHURCHES ( REMODEL EXISTING SPACE)		
	ACCESSORY BLDG.		
	HOTEL NEW OR <b>REMODEL</b>		
	CHURCH REPAIR/ EXPANDED		
	NEW HOSPITAL STRUCTURE		
	HOSPITAL STRUCTURE REPAIR / EXPANDED		
	CITY PROPERTY REPAIR		
	LIBRARY		
	CITY PROPERTY NEW		
	DEMOLITIONS		
	DRIVE WAY PARKING LOT		
	ROOF		
	<b>TOTAL VALUE OF PUBLIC AND SEMI-PUBLIC BUILDINGS</b>		<b><u>\$0.00</u></b>
	<b>GRAND TOTAL VALUE OF BUILDING PERMITS ISSUED</b>		<b><u>\$1,770,558.00</u></b>

**NEW SINGLE RESIDENTIAL BUILDING PERMITS**

Aug-2020

ADDRESS	BUILDER/CONTRACTOR	PERMIT #	VALUE
10301 SE 24TH ST	HOME CREATIONS INC	20 1260	\$134,011.00
10321 SE 24TH ST	HOME CREATIONS INC	20 1085	\$123,000.00
10505 SE 23RD ST	HOME CREATIONS INC	20 1382	\$117,456.00
10516 SE 23RD ST	HOME CREATIONS INC	20 1403	\$128,500.00
2216 WOODGROVE CT	HOME CREATIONS INC	20 1337	\$127,000.00
2405 CEDAR ELM PL	IDEAL HOMES	20 1330	\$153,000.00
2517 POST OAK RD	IDEAL HOMES	20 1467	\$140,000.00
600 CHRISTINE DR	TIMBER RIDGE CUSTOM HOMES	20 1335	\$170,000.00

**NEW DUPLEX RESIDENTIAL BUILDING PERMITS**

ADDRESS BUILDER/CONTRACTOR PERMIT # VALUE

**DEMOLITION or MOVE**

ADDRESS	CONTRACTOR	PERMIT #	VALUE
1509 KUDU	RIVERSIDE COMMUNITY LLC	20 1312	\$2,000.00
1529 KUDU	RIVERSIDE COMMUNITY LLC	20 1311	\$2,000.00
1616 GERENUK	RIVERSIDE COMMUNITY LLC	20 1314	\$2,000.00
6640 ELAND ST	RIVERSIDE COMMUNITY LLC	20 1313	\$2,000.00
6644 ELAND ST	RIVERSIDE COMMUNITY LLC	20 1310	\$2,000.00
6712 KLIPSPRINGER	RIVERSIDE COMMUNITY LLC	20 1316	\$2,000.00
6717 KLIPSPRINGER	RIVERSIDE COMMUNITY LLC	20 1317	\$2,000.00
6724 KLIPSPRINGER	RIVERSIDE COMMUNITY LLC	20 1315	\$2,000.00

**REPLACE EXISTING ROOF**

ADDRESS	CONTRACTOR	PERMIT #	VALUE
713 ROSELAWN AVE	(INCLUDES FIRE REMODEL)	20 1130	\$50,000.00
10328 SHANNON DR	PARKER BROTHERS (ESCROW)	20 1436	\$12,200.00
10521 REITER DR	SH VAUGHN CONSTRUCTION	20 1474	\$0.00
11513 VILLAGE AVE	LANE'S ROOFING & CONSTR	20 1464	\$12,000.00
211 WOODMAN DR	RJ SAMI'S ROOFING & CONSTR	20 1572	\$4,000.00
216 BEARD DR	SH VAUGHN CONSTRUCTION	20 1473	\$10,000.00
3916 ROSEWOOD DR	GOTCHA COVERED PROPERTY SOLUTI	20 1394	\$5,600.00
604 GREENWOOD DR	BASS ROOFING	20 1502	\$17,000.00
832 E ROSE DR	WILLIAM CONSTRUCTION	20 1399	\$9,000.00
8917 OAK VALLEY DR	WILLIAM CONSTRUCTION	20 1451	\$4,500.00
8919 OAK VALLEY DR	WILLIAM CONSTRUCTION	20 1452	\$4,500.00
9004 SUN COUNTRY DR	BASS ROOFING	20 1393	\$15,000.00
9644 RAIL ROAD	WILLIAM CONSTRUCTION	20 1484	\$0.00

**BUSINESS CERTIFICATE OF OCCUPANCY/CHANGE OF OWNERSHIP**

Aug-2020

ADDRESS	NAME OF BUSINESS	APPLICANT	PERMIT #	
1017 S AIR DEPOT BLVD C&D	THE HEAL 365	LINDA JHONG	20	1431
1017 S AIR DEPOT BLVD E&F	WE PANCAKES	ISSAM KHAYATI	20	1422
1024 N DOUGLAS BLVD	HEAVENLY SMILES OUTREACH MINISTRIES	CLARETA WOODS	20	1425
1265 N AIR DEPOT BLVD G	MOZAIC HOLDINGS	FERNANDO GARCIA	20	1470
1265 N AIR DEPOT BLVD H	MYER LABORATORY	JOHN LABORATORY INC	20	1580
1275 N AIR DEPOT BLVD	HOME GROWN CANNABIS COMPANY	TIM THOMAS	20	1492
1400 S POST RD	KJ CPA LLC	1400 POST PARTNERS	20	1383
1404 S POST RD	BRIGHTWAY INSURANCE	JAMIE ERSTENIUK	20	1390
1406 S POST RD	NEO BODYWORKS AND FACIALS	KIM COOKS	20	1389
1433 N KEY BLVD	YOUR HAIR SOLAN BY NATALY	NATALY MCDONALD	20	1532
1821 S AIR DEPOT BLVD	7-ELEVEN STORE #41382H	7-ELEVEN	20	1504
200 S MIDWEST BLVD	AMERICAN CANNABIS COMPANY	CHRIS BEATIE	20	1466
2021 S AIR DEPOT BLVD	MENDING MINDS THERAPEUTIC SOLUTIONS	YANKO DOUGLAS	20	1366
2113 S AIR DEPOT BLVD	BRIELLES BISTRO MIDWEST	DWAYNE JOHNSON	20	1573
2320 S AIR DEPOT BLVD	THE CATCH & THE WEDG PIZZERIA	CASEY KLEPPER	20	1559
2501 LIBERTY PKY 300	PLEXSYS INTERFACE PRODS	DOUG ANDERSON/WINSTON F	20	1565
351 N AIR DEPOT BLVD B	BLENDED CUTZ BARBERSHOP	CODY YOUNG	20	1378
7005 NE 10TH ST	7-ELEVEN #41440H	7-ELEVEN	20	1512
7023 SE 15TH ST SUITE F	DRAGMAN HOLISTIC HEALTH & NUTRITION	SARA DRAGMAN	20	1397
7047 E RENO AVE	ELEVATION SPORTS WEAR	CLAUDE TAYLOR	20	1363
7128 E RENO AVE A	HOUSE OF DANK	MYIESHA MORRISON	20	1475
7200 SE 29TH ST	WELCOME CENTER	STATE OF OKLAHOMA	20	1483
7498 E RENO AVE	MCMS CLASSROOM & GYM	SCHOOL	20	1578
7500 SE 15TH ST	7-ELEVEN #41384H	7-ELEVEN	20	1506
7901 NE 10TH ST A109	MUTT MISFITS SOCIETY	HEATHER HERNANDEZ	20	1461
7901 NE 10TH ST A110	N'FINITY HAIR DESIGNS	TRACIE TILLIS	20	1438
7901 NE 10TH ST A213	HAIRDEKOR STUDIOS	TIFFANY HAMILTON KOREAL B	20	1508
7901 NE 10TH ST B202	SMITH & SMITH ASSOCIATES LEGACY ASSETS	SHEILA SMITH	20	1496
7901 NE 10TH ST B207	IHOT SPOT GRAPHIC & DESIGN	DION HODGE	20	1430
8041 SE 15TH ST	DR. TERPZ	KAMRAN ALI	20	1522
8301 NE 10TH ST	7-ELEVEN #41431H	7-ELEVEN	20	1511
8421 NE 10TH ST	RAINBOW CONNECTION CHILD CARE CENTER	PRISCILLA ORANGE	20	1404
9925 SE 15TH ST	7-ELEVEN #41452H	7-ELEVEN	20	1513
2601 LIBERTY PKY 250	PRATT & WHITNEY	UNITED TECH CORP	20	835
1865 S DOUGLAS BLVD	SCOOTERS COFFEE	BOUNDLESS OPERATIONS	20	400

INDUSTRIAL & COMMERCIAL BUILDINGS NEW

Aug-2020

ADDRESS                      DESCRIPTION                      EST. COST                      CONTRACTOR OR OWNER                      PERMIT #

REPAIR/ REMODEL/ADD ON

ADDRESS                      DESCRIPTION                      EST. COST                      CONTRACTOR OR OWNER                      PERMIT #

2113 S AIR DEPOT BLVD	SPLITTING IN 2 THIS SIDE DISPENSARY	\$15,000.00	PHAMILY PROPERTIES	20	1343
9045 HARMONY DR	REMODEL	\$8,000.00	REAL PROPERTY CONSTRUCTION	20	1369

TENANT FINISH OR WHITE BOX

ADDRESS                      DESCRIPTION                      EST. COST                      CONTRACTOR OR OWNER                      PERMIT #

DEMOLITION

ADDRESS                      VALUE

REPLACE EXISTING ROOF

ADDRESS                      VALUE                      CONTRACTOR                      PERMIT #

PUBLIC & SEMI PUBLIC BUILDINGS

Aug-2020

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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STORM WATER QUALITY PERMITS

Aug-2020

DATE	LOCATION / DESCRIPTION	NAME OF CONTRACTOR OR OWNER	PERMIT #
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LAND DISTURBANCE PERMIT

DATE	LOCATION / DESCRIPTION	NAME OF CONTRACTOR OR OWNER	PERMIT #
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08/12/2020	2500 S DOUGLAS BLVD	STATUS ONE	20-900
08/11/2020	1120 S POST RD	JEFF MOORE HOMES	20-1429

**TOTAL RESIDENTIAL PERMITS 2018**

<u>MONTH</u>	<u>NO</u>	<u>ESTIMATED COST</u>
JANUARY	7	\$ 1,477,000.00
FEBRUARY	5	\$ 652,000.00
MARCH	23	\$3,441,025.00
APRIL	26	\$ 1,909,858.00
MAY	32	\$ 3,858,300.00
JUNE	30	\$ 4,186,100.00
JULY	7	\$ 709,400.00
AUGUST	12	\$ 1,847,800.00
SEPTEMBER	16	\$ 2,785,440.00
OCTOBER	8	\$ 1,018,500.00
NOVEMBER	10	\$ 1,200,000.00
DECEMBER	19	\$ 3,328,100.00
<b>TOTAL</b>	<b>195</b>	<b>\$ 26,413,523.00</b>

14 RESD \$1,851,250.00  
 11- 6 PLEX W/ Common \$58,608.00

**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
<b>TOTAL</b>	<b>151</b>	<b>\$ 21,988,557.00</b>

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



**TOTAL COMMERCIAL PERMIT-2018 NEW/ADD ON/TF**

MONTH	NO	ESTIMATED COST	
JANUARY	3	\$ 4,210,600.00	
FEBRUARY	3	\$ 21,170,300.00	
MARCH	1	\$ 35,000.00	
APRIL	2	\$ 115,000.00	
MAY	1	\$ 475,000.00	
JUNE	0	\$ -	
JULY	2	\$ 2,500,000.00	
AUGUST	1	\$ 1,699,000.00	
SEPTEMBER	6	\$ 4,075,000.00	
OCTOBER	0		comm
OCTOBER	5	\$ 18,775,000.00	school
NOVEMBER	3	\$ 682,500.00	COMM
NOVEMBER		\$ 11,615,772.00	SCHOOL
DECEMBER	0		
DECEMBER	0		
<b>TOTAL</b>	<b>27</b>	<b>\$ 65,353,172.00</b>	

**TOTAL COMMERCIAL PERMIT-2018 REMODEL/REPAIR**

MONTH	NO	ESTIMATED COST	
JANUARY	1	\$ 180,000.00	
FEBRUARY	3	\$ 230,000.00	
MARCH	7	\$ 422,200.00	
APRIL	3	\$ 618,391.00	
MAY	2	\$ 49,615.00	
JUNE	5	\$ 196,500.00	
JULY	5	\$ 1,042,452.00	
AUGUST	5	\$ 267,000.00	
SEPTEMBER	4	\$ 151,200.00	
OCTOBER	6	\$ 481,000.00	comm
OCTOBER	2	\$ 820,000.00	school
NOVEMBER	4	\$ 123,382.00	COMM
NOVEMBER	3	\$ 746,455.00	SCHOOL
DECEMBER	2	\$ 6,800.00	COMM
DECEMBER	1	\$ 40,000.00	SCHOOL
<b>TOTAL</b>	<b>53</b>	<b>\$ 5,374,995.00</b>	

**TOTAL COMMERCIAL PERMIT-2019 NEW/ADD ON/TF**

MONTH	NO	ESTIMATED COST	
JANUARY	6	\$ 2,505,000.00	Comm
JANUARY	1	\$ 1,540,000.00	Church
FEBRUARY	2	\$ 3,025,000.00	
FEBRUARY	0		
MARCH	4	\$ 1,863,500.00	
APRIL	0		
MAY	0		
JUNE	2	\$ 115,000.00	
JULY	2	\$ 467,000.00	
AUGUST	2	\$ 1,540,000.00	add/new 3 1F 2 were rptd on shell
AUGUST	3	\$ 20,000.00	
SEPTEMBER	1	\$ 500,000.00	
OCTOBER	3	\$ 635,000.00	
NOVEMBER	0		
DECEMBER	1	\$ 2,400,000.00	Animal Services
<b>TOTAL</b>	<b>27</b>	<b>\$ 14,610,500.00</b>	

**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	
<b>TOTAL</b>	<b>56</b>	<b>\$12,140,748.00</b>	

**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		

**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	

Aug-2020

BUILDING INSPECTIONS	CURRENT MONTH	YEAR TO DATE
NUMBER OF BUILDING FINAL INSPECTIONS:	40	193
NUMBER OF BUILDING C/O INSPECTIONS RESIDENTIAL:	17	95
NUMBER OF BUILDING C/O INSPECTIONS COMMERCIAL:	29	130
NUMBER OF MISC BUILDING INSPECTIONS:	8	34
NUMBER OF ENGINEERING SITE INSPECTIONS:	7	87
NUMBER OF STORM SHELTER INSPECTIONS:	4	55
NUMBER OF CITATIONS ISSUED:		
NUMBER OF NOTICE AND ORDERS ISSUED:		
NUMBER OF WARNINGS ISSUED:		
NUMBER OF POSTING/PLACARD:	2	7
NUMBER OF PENALTIES:	30	224
TOTAL NUMBER OF INSPECTIONS: all inspectors	711	4,604

Copies of the agenda for this meeting were posted at City Hall, accessible to the public for at least 24 hours in advance of the meeting.

DRAFT

**MINUTES OF MIDWEST CITY PARK LAND REVIEW COMMITTEE  
SPECIAL MEETING**

**August 18, 2020 - 4:00 p.m.**

This meeting of the Midwest City Park Land Review Committee was held in the Council Chambers, Midwest City, Oklahoma County, Oklahoma, on August 18, 2020 at 4:00 p.m., with the following members present:

Present:	Carolyn Burkes Grace Sullivan Jess Huskey Casey Hurt
Absent:	Charlie Hartley
Staff present:	Kellie Gilles, Planning Manager Sarah Steward, Associate Current Planner

**A. CALL TO ORDER:**

The meeting was called to order by Chairperson Burkes at 4:02 p.m.

**B. MINUTES:**

1. A motion was made by Sullivan, seconded by Hurt to approve the minutes of the June 16, 2020. Voting Aye: Huskey, Sullivan, Burkes, Hurt. Absent: Hartley. Motion carried.

**C. NEW MATTERS:**

1. (PC –2051) Discussion and consideration of approval of the dedication of private park land and open space to be maintained by the Homeowners Association to satisfy the requirement for the dedication of park land in conjunction with the Preliminary Plat of The Curve, located at 11004 SE 28<sup>th</sup> Street and described as a part of the SW/4 of Section 8, T11N, R1W.

Staff presented a brief overview of this request. The applicant's representative, Danny Williamson of Crafton Tull, was present. There was general discussion about the item. A motion was made by Huskey, seconded by Sullivan, to recommend approval of the dedication of private park land and open space to be maintained by the Homeowners Association to satisfy the requirement for the dedication of park land in conjunction with the Preliminary Plat of The Curve as referenced in PC-

2051. Voting aye: Burkes, Sullivan, Huskey, and Hurt. Nay: None. Motion passed.

**C. COMMITTEE DISCUSSION:** Chairperson Burkes inquired about the status of building and development during the pandemic. Staff informed that business has not been interrupted and development has continued.

**E. Adjournment:** A motion was made by Chairperson Burkes, seconded by Huskey to adjourn the meeting. Voting aye: Sullivan, Huskey, Hurt, and Burkes. Nay: None. Motion passed.

The meeting adjourned at 4:10 p.m.

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SS:kg

Notice of regular Midwest City Planning Commission meetings in 2020 was filed for the calendar year with the Midwest City Clerk prior to December 15, 2019 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**

**September 1, 2020 - 7:00 p.m.**

This regular meeting of the Midwest City Planning Commission was held in the Council Chambers, 100 North Midwest Boulevard, Midwest City, Oklahoma County, Oklahoma, on September 1, 2020 at 7:00 p.m., with the following members present:

Commissioners present:      Russell Smith  
   Dean Hinton  
   Jess Huskey  
   Dee Collins  
   Jim Smith  
   Jim Campbell  
   Rick Dawkins

Staff present:                      Billy Harless, Community Development Director  
   Kellie Gilles, Current Planning Manager  
   Brandon Bundy, City Engineer  
   Sarah Steward, Associate Current Planner

The meeting was called to order by Commissioner R. Smith at 7:00 p.m.

**A. CALL TO ORDER**

**B. ANNOUNCEMENT**

**C. MINUTES**

1. A motion was made by Collins, seconded by Campbell, to approve the minutes of the July 7, 2020 Planning Commission meeting as presented. Voting aye: Hinton, J. Smith, Huskey, R. Smith, Collins and Campbell. Nay: none. Abstain: Dawkins. Motion carried.

**D. NEW MATTERS**

1. Election of a Chairman for the Planning Commission.

A motion was made by Huskey, seconded by Collins to nominate Russell Smith for Chairman of the Planning Commission. Voting aye: Hinton, J. Smith, Huskey, Collins, Campbell and Dawkins. Nay: none. Motion carried.

As Russell Smith previously served as Vice-Chairman, it was necessary to elect a new Vice-Chairman of the Planning Commission. A motion was made by Collins, seconded by Campbell to nominate Jess Huskey for Vice-Chairman of the Planning Commission. Voting aye: Hinton, J. Smith, R. Smith, Collins, Campbell and Dawkins. Nay: none. Motion carried.

2. (PC-2049) Public hearing with discussion and consideration of approval of a resolution for a Special Use Permit (SUP) to allow the use of communication services in the C-3, Community Commercial District for the property described as a part of the NE/4 of section 4 T-11-N, R-2-W, located at 207 S. Air Depot Boulevard.

Staff presented a brief overview of this item. The applicant, Troy Williams of 3204 Scotts Bluff, Norman, OK, was present. There was general discussion about the item. A motion was made by Huskey, seconded by Hinton, to recommend approval of this item subject to staff comments. Voting aye: J. Smith, Collins, R. Smith, Huskey, Hinton, Campbell and Dawkins. Voting nay: none. Motion carried.

3. (PC-2050) Public hearing with discussion and consideration of approval of a resolution for a Special Use Permit (SUP) to allow the use of communication services in the R-6, Single Family Detached Residential District for the property described as a part of the SE/4 of section 31 T-12-N, R-1-W, located at 10713 E. Reno Avenue.

Staff presented a brief overview of this item. The applicant, Carl Dugan of 3711 Country Club Dr., Muskogee, OK, was present. There was general discussion about the item. A motion was made by Campbell, seconded by J. Smith, to recommend approval of this item subject to staff comments. Voting aye: Campbell, Hinton, R. Smith, Collins, J. Smith, Huskey and Dawkins. Nay: none. Motion carried.

4. (PC-2051) Discussion and consideration of approval of the proposed preliminary plat of The Curve, described as a part of the SW/4 of Section 8, T11N, R1W, located at 11004 SE 28<sup>th</sup> Street.

Staff presented a brief overview of this item. The applicant, Brad Reid of Crafton Tull, 300 Pointe Parkway Blvd, Yukon, OK, was present. There was general discussion. The following people addressed the Commission: Reese Watson of 11245 SE 28<sup>th</sup>, Midwest City, Tim Fanning of 125 Stone Hollow, Midwest City, Mark Hansel of 11701 Roefan Rd., Midwest City and Kathy Burley of 2541 Hand Rd., Midwest City. The applicant presented a new proposal for the trail. Chairman R. Smith explained the Right to 60-Day Action. The applicant chose to waive the Right to 60-Day Action to allow staff to review the new proposal for the trail and meet with the neighbors. A motion was made by Collins, seconded by Huskey to continue this item to the October Planning Commission meeting. Voting aye: R. Smith, Collins, J. Smith, Campbell, Hinton, Huskey and Dawkins. Nay: none. Motion carried.

5. (PC-2052) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Detached Residential to O-2, General Office and a resolution to amend the Comprehensive Plan from COMM, Commercial to OR, Office Retail, for the property described as part of Leavitts SE 15<sup>th</sup> St. Acres, addressed as 1120 S. Post Road.

Staff presented a brief overview of this item. The applicant, Jeff Moore, of 516 Cedar Dr., was present. There was general discussion. A motion was made by Huskey, seconded by Collins to recommend approval of this item subject to staff comments. Voting aye: R. Smith, Collins, J. Smith, Campbell, Hinton, Huskey and Dawkins. Nay: none. Motion carried.

**D. COMMISSION DISCUSSION:** General Discussion.

**E. PUBLIC DISCUSSION:** None.

**F. FURTHER INFORMATION:** None.

There being no further matters before the Commission, Chairman R. Smith adjourned the meeting at 7:38 p.m.

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(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: September 22, 2020  
Subject: Review of the monthly Neighborhood Services report for August 2020.

In August 2020, the Code Enforcement Division had seven officers for the month. City Clerk's Code Officer was included in these numbers. We did have one officer come off light duty. Together they opened 773 new cases, cleared 891 cases, contracted 89 properties, and wrote 21 new citations. This makes 7,623 cases for the year and we currently have 1,177 open cases.

Here is a breakdown of all the violations worked for the month.

	August 2019	Total 2019	August 2020	Total 2020
Other Nuisance	124	1,153	103	1,641
Rubbish	49	646	72	821
Structures	50	692	58	1,506
Tall Grass & Weeds	276	1,751	358	1,723
Trash & Debris	121	1,182	125	1,451
Vehicles	55	449	57	479

This shows a comparison between 2019 and 2020 of the total cases worked by each ward.

	August 2019	Total 2019	August 2020	Total 2020
Ward 1	170	1,698	198	2,948
Ward 2	104	950	118	758
Ward 3	170	1,279	158	1,861
Ward 4	52	486	46	386
Ward 5	112	1,072	168	1,146
Ward 6	100	618	79	476



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.

A handwritten signature in black ink that reads "Mike S. Stroh". The signature is written in a cursive style and is underlined.

Mike S. Stroh, Neighborhood Services Director



## CITY OF MIDWEST MUNICIPAL AUTHORITY AGENDA

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

September 22, 2020 – 6:01 PM

- A. CALL TO ORDER.
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so that Trustees, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with approval of all Trustees, or members of the audience wish to discuss an item, it will be removed and heard in regular order.
1. Discussion and consideration to approve the minutes of the September 8, 2020 regular meeting, as submitted. (City Clerk - S. Hancock)
  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 August 31, 2020. (City Manager - T. Lyon)
- C. DISCUSSION ITEMS.
1. Discussion and consideration on the First Amendment of a certain Restrictive and Covenant Agreement found on Page 641, Record Book 8124 of the Oklahoma County Clerk's Office Land Records, and pertaining to property located in the Northwest Quarter (NW/4) of Section Nine (9), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Midwest City, OK (Economic Development - R. Coleman)
  2. Discussion and consideration to authorize Robert Stearns of Sooner Investment to seek any land subdivision approval(s) necessary to sell a portion of the Municipal Authority property commonly referred to as 5633 Tinker Diagonal (a/k/a Parts of the Northwest Quarter (NW/4) of Section Nine (9), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Midwest City, Oklahoma County, Oklahoma). (City Manager - T. 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. ADJOURNMENT.

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

### **Midwest City Municipal Authority Minutes**

September 08, 2020

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 7:12 PM with the following members present: Trustees Susan Eads, Pat Byrne, Española Bowen, Sean Reed, Christine Allen, and Rick Favors and Secretary Sara Hancock, City Attorney Heather Poole, and City Manager Tim Lyon.

CONSENT AGENDA. Byrne made a motion to approve the consent agenda, as submitted, seconded by Bowen. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favors and Chairman Dukes. Nay: None. Motion carried.

1. Discussion and consideration to approve the minutes of the August 25, 2020 regular meeting, as submitted.
2. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2020-2021, increase: Utilities Capital Outlay Fund, expenses/Sanitation (41) \$550,000.
3. Discussion and consideration to approve entering into a lease-to-own contract with Vacuum Truck Sales and Service for one (1) new IBAK CCTV Van and Software in the annual amount of \$53,257.01 for five (5) consecutive years per Sourcewell 2018 Contract #122017-RVL.

#### NEW BUSINESS/PUBLIC DISCUSSION.

There was no new business or public discussion.

#### ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 7:13 pm.

ATTEST:

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Matthew D. Dukes II, Chairman

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Sara Hancock, Secretary



Midwest City Municipal Authority  
100 North Midwest Boulevard  
Midwest City, Oklahoma 73110  
Office (405) 739-1201  
[www.midwestcityok.org](http://www.midwestcityok.org)

## MEMORANDUM

To: Honorable Chairman and Trustees

From: Tim Lyon, General Manager/Administrator

Date: September 22, 2020

Subject: 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 August 31, 2020.

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Attached is the status report for the Sheraton Midwest City Hotel at the Reed Center ending August, 31 2020.

Please feel free to contact me at 739-1201, any time you have a question concerning the conference center and/or hotel.

A handwritten signature in black ink, appearing to read "Tim Lyon", is written over a horizontal line.

TIM LYON  
General Manager/Administrator

Attachment (1)

**SHERATON MIDWEST CITY HOTEL AT THE REED CENTER**

<b>Fiscal Year 2020-2021</b>	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
<b>Revenue</b>												
Budgeted (MTD)	343,261	<b>453,583</b>										
Actual (MTD)	209,220	<b>96,171</b>										
Budgeted (YTD)	343,261	<b>796,844</b>										
Actual (YTD)	209,220	<b>305,391</b>										
<b>Expenses</b>												
Budgeted (MTD)	402,630	<b>455,299</b>										
Actual (MTD)	206,494	<b>166,450</b>										
Budgeted (YTD)	402,630	<b>857,929</b>										
Actual (YTD)	206,494	<b>372,944</b>										
<b>Revenue vs. Expenses</b>												
Budgeted (MTD)	(59,369)	<b>(1,716)</b>										
Actual (MTD)	2,726	<b>(68,563)</b>										
Budgeted (YTD)	(59,369)	<b>(61,085)</b>										
Actual (YTD)	2,726	<b>(67,553)</b>										
<b>Key Indicators</b>												
Hotel Room Revenue	168,157	<b>71,699</b>										
Food and Banquet Revenue	35,006	<b>17,406</b>										

<b>Fiscal Year 2019-2020</b>	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
<b>Revenue</b>												
Budgeted (MTD)	372,710	481,117	410,780	576,778	455,277	300,346	214,831	385,403	579,251	504,981	450,566	500,520
Actual (MTD)	299,162	477,929	466,117	476,300	456,684	291,649	223,347	367,534	351,603	23,119	85,751	163,728
Budgeted (YTD)	372,710	853,827	1,264,677	1,841,348	2,296,625	2,596,971	2,811,802	3,197,205	3,776,456	4,281,437	4,732,003	5,232,523
Actual (YTD)	299,162	777,091	1,243,207	1,719,507	2,176,191	2,467,840	2,691,187	3,058,721	3,410,324	3,433,443	3,519,194	3,682,922
<b>Expenses</b>												
Budgeted (MTD)	389,068	464,352	422,790	486,888	449,400	360,787	341,646	383,600	513,820	454,826	426,083	459,919
Actual (MTD)	386,683	443,824	431,992	432,531	395,742	366,076	320,630	361,002	320,485	112,894	115,303	168,448
Budgeted (YTD)	389,068	853,420	1,276,210	1,786,169	2,235,569	2,596,356	2,938,002	3,321,602	3,835,422	4,290,248	4,716,331	5,176,250
Actual (YTD)	386,683	830,507	1,262,499	1,714,217	2,109,959	2,476,035	2,796,665	3,157,667	3,478,152	3,591,046	3,706,350	3,874,797
<b>Revenue vs. Expenses</b>												
Budgeted (MTD)	(16,358)	16,765	(12,040)	66,812	5,877	(60,441)	(126,815)	1,803	65,431	50,155	24,483	40,601
Actual (MTD)	(87,521)	34,105	34,125	24,582	60,941	(74,426)	(97,283)	6,532	31,118	(89,775)	(29,552)	(4,719)
Budgeted (YTD)	(16,358)	407	(11,633)	55,179	61,056	615	(126,200)	(124,397)	(58,966)	(8,811)	15,672	56,273
Actual (YTD)	(87,521)	(53,416)	(19,291)	5,290	66,232	(8,195)	(105,478)	(98,946)	(67,828)	(157,603)	(187,155)	(191,875)



DISCUSSION ITEMS





Midwest City Municipal Authority  
100 North Midwest Boulevard  
Midwest City, Oklahoma 73110  
Office (405) 739-1207/Fax (405) 739-1208  
[www.midwestcityok.org](http://www.midwestcityok.org)

## MEMORANDUM

To: Honorable Chairman and Trustees

From: Tim Lyon, General Manager/Administrator

Date: September 22, 2020

Subject: Discussion and consideration on the First Amendment of a certain Restrictive and Covenant Agreement found on Page 641, Record Book 8124 of the Oklahoma County Clerk's Office Land Records and pertaining to property located in the Northwest Quarter (NW/4) of Section Nine (9), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Midwest City, Oklahoma County, Oklahoma.

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The Midwest City Memorial Hospital Authority, circa. June 18, 2001, approved the view corridor and off-premises sign easement necessary to lure Home Depot to its current location at 1600 S Sooner RD. Part of the language in the easement limited the height of any new building to fourteen (14) in height above grade.

The Municipal Authority assumed ownership of this parcel in April 2003.

To allow for a new development at 5633 Tinker Diagonal, Sooner Investment is pursuing a change to the easement as follows:

*"No building or other structure of any kind shall be permitted on the Retail Parcel in excess of one (1) story and **seventeen feet (17')** in height above ground level; provided, however, that any building may have architectural features, such as parapets and similar projections, which exceed seventeen feet (17') in height from ground level provided that such architectural features do not exceed twenty-two feet (22') in height from ground level."*

Staff recommends approval.

  
Tim L. Lyon, City Manager

Attachments: Proposed Amendment

**Return Recorded Document To:**

MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
100 North Midwest Boulevard  
Midwest City, Oklahoma 73110  
Attention: City Clerk

**FIRST AMENDMENT TO EASEMENT AND RESTRICTIVE COVENANT  
AGREEMENT**

**THIS FIRST AMENDMENT TO EASEMENT AND RESTRICTIVE COVENANT AGREEMENT** (this "First Amendment") is made and entered into this \_\_\_ day of \_\_\_\_\_, 2020 (the "Effective Date"), by and between Home Depot U.S.A., Inc., a Delaware corporation ("HD"), the Midwest City Memorial Hospital Authority, an Oklahoma public trust ("Landholder") and, collectively doing business as "1640 Sooner TIC" ("S-TIC"), as co-tenants, Andrew Jackson LLC, an Oklahoma limited liability company, and Oakdale Holdings LLC, an Oklahoma limited liability company, and SYMA Investments, LLC, an Oklahoma limited liability company, and JH Ventures, LLC, an Oklahoma limited liability company, and Huntleigh Capital, LLC, an Oklahoma limited liability company, collectively doing business as "1640 Sooner TIC" ("S-TIC").

**RECITALS AND STATEMENT OF PURPOSE**

Landholder and HD entered into that certain Easement and Restrictive Covenant Agreement, dated June 18, 2001, and recorded in the Oklahoma County Public Records at Book 8124, Page 641 (the "Agreement").

Subsequent to the date of the Agreement, the HD Parcel as defined by the Agreement became a platted property pursuant to the Replat of Lots 4 through 23 of Block 3 Aviation Acres-HOME DEPOT, such Replat being recorded in the real estate records of Oklahoma County, Oklahoma at Book PL 61, at page 58 (the "Plat").

HD is the current owner of the property defined on Exhibit "A", which is a portion of the HD Parcel as defined in the Agreement, and now encompasses and is the same as what is defined in the Agreement as the "Primary Tract". By this Amendment the Primary Tract shall be synonymous with the HD Parcel.

S-TIC is the current owner of that portion of the HD Parcel more particularly described in Exhibit "B" (the "HD Outlot"), as successors in interest to HD with respect to rights and responsibilities of ownership of the HD Outlot pursuant to the Agreement. HD Outlot is not a part of the Primary Tract.



Landholder is the current owner of the property defined in the Agreement as “Landholder’s Parcel”.

The Agreement imposed certain building height limitations on the Landholder’s Parcel for the benefit of the HD Parcel and the Primary Tract.

Landholder is selling a portion of the Landholder’s Parcel, more particularly described in Exhibit “C”, attached hereto and incorporated by reference (the “Retail Parcel”), for future retail development.

The parties hereto desire to amend the Agreement’s building height limitation only as to the Retail Parcel and to amend other portions of the Agreement as further defined below.

**NOW, THEREFORE**, for good and valuable consideration of Ten Dollars (\$10.00), the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **Statement of Purpose; Definitions.** The forgoing Statement of Purpose is true and correct and hereby incorporated by reference. Capitalized terms used in this First Amendment shall have the same meaning as provided in the Agreement, unless otherwise expressly defined herein.
2. **Retail Parcel Building Height Limitation.** The building height limitation established in the first sentence of Section 2(a) of the Agreement shall be amended as to the Retail Parcel only, as follows:

No building or other structure of any kind shall be permitted on the Retail Parcel in excess of one (1) story and seventeen feet (17') in height above ground level; provided, however, that any building may have architectural features, such as parapets and similar projections, which exceed seventeen feet (17') in height from ground level provided that such architectural features do not exceed twenty-two feet (22') in height from ground level.

The building height limitation established in Section 2(a) of the Agreement shall remain in full force and effect as to the remainder of the Landholder’s Parcel.

3. **Retail Parcel Use.** The Retail Parcel shall be used for the operation of a retail or restaurant building suitable to first-class tenants or occupants.
4. **Primary Tract.** Exhibit “C” to the Agreement is hereby deleted and replaced with the legal description attached as Exhibit “A” to this First Amendment.

5. **Notices.** From and after the date of this First Amendment, the notice address for the parties shall be as follows (and notices may be sent by electronic transmission to the extent such address is provided):

**Primary Tract Owner - HD**

Home Depot U.S.A., Inc.

2455 Paces Ferry Road, C-19Atlanta, GA 30339 - 4024

Attn: Property Management

Store No.: 3911

Email: [HD\\_Propmgmt@homedepot.com](mailto:HD_Propmgmt@homedepot.com)

**Retail Parcel Owner and Landholder Owner**

MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY

100 North Midwest Boulevard

Midwest City, Oklahoma 73110

**HD Outlot Owner**

1640 Sooner TIC

c/o John Lenochoan

3401 NW 63rd St, Suite 400

Oklahoma City, Oklahoma 73116

All notices sent by electronic transmission shall be effective on the date of electronic transmission provided that a copy of such notice is given in any other manner permitted hereunder within three (3) days after the date of such electronic transmission. Notices to the respective parties shall be sent to the following addresses unless written notice of a change of address has been previously given pursuant hereto

6. **No Further Amendments; Full Force and Effect.** Except as expressly provided in this First Amendment, there are no further amendments to the Agreement, and the Agreement remains in full force and effect.

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

**IN WITNESS WHEREOF**, the parties hereto have caused this First Amendment to be executed as of the Effective Date.

**HD:**

**Home Depot U.S.A., Inc.**, a Delaware corporation

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**STATE OF GEORGIA  
COUNTY OF COBB**

Before me, the undersigned Notary Public in and for the state and county aforesaid, on this \_\_\_\_\_ day of \_\_\_\_\_, 2020, personally appeared \_\_\_\_\_, to me known to be the same person who subscribed the name of the maker thereof to the foregoing instrument as its \_\_\_\_\_ and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed, and as the free and voluntary act and deed of such corporation for the uses and purposes therein set forth.

WITNESS my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_  
[Notarial Seal]

**(HD OUTLOT CO-OWNER):**

**ANDREW JACKSON, LLC**, an Oklahoma limited liability company

By: \_\_\_\_\_

Name: Mark Inman

Title: Managing Member

**STATE OF Oklahoma**  
**COUNTY OF Oklahoma**

Before me, the undersigned Notary Public in and for the state and county aforesaid, on this \_\_\_\_\_ day of \_\_\_\_\_, 2020, personally appeared Mark Inman, to me known to be the same person who subscribed the name of the maker thereof to the foregoing instrument as its Managing Member and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed, and as the free and voluntary act and deed of such company for the uses and purposes therein set forth.

WITNESS my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public,  
My Commission No. \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_  
[Notarial Seal]

**(HD OUTLOT CO-OWNER):**

**SYMA Investments, LLC** an Oklahoma limited liability company

By: \_\_\_\_\_

Name: Stuart Graham

Title: Managing Member

**STATE OF Oklahoma**  
**COUNTY OF Oklahoma**

Before me, the undersigned Notary Public in and for the state and county aforesaid, on this \_\_\_\_\_ day of \_\_\_\_\_, 2020, personally appeared Stuart Graham, to me known to be the same person who subscribed the name of the maker thereof to the foregoing instrument as its Managing Member and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed, and as the free and voluntary act and deed of such company for the uses and purposes therein set forth.

WITNESS my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public,  
My Commission No. \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_  
[Notarial Seal]

**(HD OUTLOT CO-OWNER):**

**Oakdale Holdings, LLC** an Oklahoma limited liability company

By: \_\_\_\_\_

Name: John Lenochan

Title: Managing Member

**STATE OF Oklahoma**  
**COUNTY OF Oklahoma**

Before me, the undersigned Notary Public in and for the state and county aforesaid, on this \_\_\_\_\_ day of \_\_\_\_\_, 2020, personally appeared John Lenochan, to me known to be the same person who subscribed the name of the maker thereof to the foregoing instrument as its Managing Member and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed, and as the free and voluntary act and deed of such company for the uses and purposes therein set forth.

WITNESS my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public,  
My Commission No. \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_  
[Notarial Seal]

**(HD OUTLOT CO-OWNER):**

**JH Ventures, LLC**, an Oklahoma limited liability company

By: \_\_\_\_\_

Name: Jason Hammock

Title: Managing Member

**STATE OF** \_\_\_\_\_  
**COUNTY OF** \_\_\_\_\_

Before me, the undersigned Notary Public in and for the state and county aforesaid, on this \_\_\_\_\_ day of \_\_\_\_\_, 2020, personally appeared Jason Hammock, to me known to be the same person who subscribed the name of the maker thereof to the foregoing instrument as its Managing Member and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed, and as the free and voluntary act and deed of such company for the uses and purposes therein set forth.

WITNESS my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public,  
My Commission No. \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_  
[Notarial Seal]

**(HD OUTLOT CO-OWNER):**

**Huntleigh Capital, LLC**, an Oklahoma limited liability company

By: \_\_\_\_\_

Name: Ryan Storer

Title: Managing Member

**STATE OF \_\_\_\_\_**  
**COUNTY OF \_\_\_\_\_**

Before me, the undersigned Notary Public in and for the state and county aforesaid, on this \_\_\_\_\_ day of \_\_\_\_\_, 2020, personally appeared Ryan Storer, to me known to be the same person who subscribed the name of the maker thereof to the foregoing instrument as its Managing Member and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed, and as the free and voluntary act and deed of such company for the uses and purposes therein set forth.

WITNESS my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public,  
My Commission No. \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_  
[Notarial Seal]



**LANDHOLDER:**

**MIDWEST CITY MEMORIAL HOSPITAL  
AUTHORITY**, an Oklahoma public trust

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**STATE OF OKLAHOMA  
COUNTY OF OKLAHOMA**

Before me, the undersigned Notary Public in and for the state and county aforesaid, on this \_\_\_\_\_ day of \_\_\_\_\_, 2020, personally appeared \_\_\_\_\_, to me known to be the same person who subscribed the name of the maker thereof to the foregoing instrument as its \_\_\_\_\_ and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed, and as the free and voluntary act and deed of such corporation for the uses and purposes therein set forth.

WITNESS my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_  
[Notarial Seal]

Exhibit A

**Legal Description of (Home Depot's property) -the HD Parcel and the-Primary Tract**

Lot One (1), Block One (1), HOME DEPOT, an Addition to Midwest City, Oklahoma County, Oklahoma, said addition being a replat of Lots 4 through 23 of Block 3 of Aviation Acres Addition, filed January 2, 2003 and recorded in Book 61 of Plats, Page 58.

**EXHIBIT "B"**

**Legal Description of THE HD OUTLOT**

Lot Two (2), Block One (1), HOME DEPOT, an Addition to Midwest City, Oklahoma County, Oklahoma, said addition being a replat of Lots 4 through 23 of Block 3 of Aviation Acres Addition, filed January 2, 2003 and recorded in Book 61 of Plats, Page 58.

**EXHIBIT C, page 1 of 2**

**Legal Description RETAIL PARCEL:**

A tract of land being part of Lots 40 and 41, Block 1, AVIATION ACRES, an addition to the City of Midwest City, according to the plat recorded in Book 24 of Plats, Page 4, together with a portion of Trosper Road (Platted as Tinker Road) as vacated in Oklahoma County District Court in Case No. CJ 95-6421-65 recorded in Book 6847, Page 2278 and being a part of that certain tract of land described in WARRANTY DEED recorded in Book 8837, Page 1233, lying in the Northwest Quarter of Section 9, Township 11 North, Range 2 West of the Indian Meridian, Oklahoma County, Oklahoma being more particularly described as follows:

BEGINNING at the most southerly corner of Block 2, AMEND'S AMENDED PLAT recorded in Book 41 of Plats, Page 44, said point being South 00°16'13" East 1722.54 feet and North 89°43'47" East 447.00 feet distant from the northwest corner of said Northwest Quarter, also being a point on the northerly right of way line of Interstate 40 Service Road;

THENCE North 38°23'14" East a distance of 201.82 feet;

THENCE South 37°28'18" East a distance of 131.72 feet;

THENCE South 53°25'06" West a distance of 30.17 feet;

THENCE South 30°27'12" East a distance of 118.95 feet to a point on a curve;

THENCE Southwesterly along a non tangent curve to the left having a radius of 196.45 feet (said curve subtended by a chord which bears South 67°22'20" West a distance of 83.83 feet) for an arc distance of 84.48 feet;

THENCE South 89°54'51" West a distance of 39.12 feet to a point on the northerly right of way line of said Interstate 40 Service Road;

THENCE North 51°34'18" West, along said northerly right of way line, a distance of 159.58 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 32,625 square feet or 0.7490 acres, more or less.

The bearing of North 38°23'14" East as a southeasterly line of Block 2, AMEND'S AMENDED PLAT recorded in Book 41 of Plats, Page 44 and as shown on the northwesterly line of the subject property was used as the basis of bearings for this description.

[Legal description prepared by:  
Randall A. Mansfield, PLS 1613  
Dodson Thompson Mansfield, PLLC  
20 NE 38th Street - OKC, OK  
July 22, 2020]

**EXHIBIT C, page 2**  
**Drawing of the RETAIL PARCEL**



BLOCK 2  
AMEND'S AMENDED PLAT  
BOOK 41 OF PLATS, PAGE 44

BLOCK 2  
AMEND'S AMENDED PLAT  
BOOK 41 OF PLATS, PAGE 44

PART OF LOT 41  
BLOCK 1

PART OF LOT 40  
BLOCK 1  
AVIATION ACRES  
BOOK 24 OF PLATS  
PAGE 4

PART OF LOT 18  
BLOCK 4  
AVIATION ACRES  
BOOK 24 OF PLATS  
PAGE 4

**32,625 SQUARE FEET**  
**0.7490 ACRES**

I-40 SERVICE ROAD

WARREN DRIVE

PART OF LOT 40

XXXXXX  
EXHIBIT D  
XXXXXX

RETAIL PARCEL



**DODSON - THOMPSON - MANSFIELD, PLLC**

20 NE 38th Street Phone: 405-601-7402 email: randym@dtm-ok.com  
Oklahoma City, OK 73105 Fax: 405-601-7421

Surveying - Engineering - Earthwork

CERTIFICATE OF AUTHORIZATION NO: 6391 EXPIRES JUNE 30, 2022



Midwest City Municipal Authority  
100 North Midwest Boulevard  
Midwest City, Oklahoma 73110  
Office (405) 739-1207/Fax (405) 739-1208  
[www.midwestcityok.org](http://www.midwestcityok.org)

## MEMORANDUM

To: Honorable Chairman and Trustees

From: Tim Lyon, General Manager/Administrator

Date: September 22, 2020


Subject: Discussion and consideration to authorize Robert Stearns of Sooner Investment to seek any land subdivision approval(s) necessary to sell a portion of the Municipal Authority property commonly referred to as 5633 Tinker Diagonal (a/k/a Parts of the Northwest Quarter (NW/4) of Section Nine (9), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Midwest City, Oklahoma County, Oklahoma).

---

The Municipal Authority ("Authority) on July 23, 2019, contracted with Sooner Investment ("Sooner) to market property located in the 5600 block of Tinker Diagonal, being the southernmost acre of the parcel where the Midwest City Sheraton/Reed Conference Center now sits. This property, which were previously part of the Aviation Acres and Amends additions were assembled after the May 3, 1999 tornadoes but was never re-platted. Sooner Investment must now plat the property in order to Close the sale with a national credit tenant.

Approval of this item will provide Mr. Stearns the authorization needed to act on the Authority's behalf in filing any documents necessary for platting

Staff recommends approval.

  
\_\_\_\_\_  
Tim L. Lyon, City Manager

Attachments: Legal Description of Parent Tract  
Survey  
Aerial Photograph

EXHIBIT A

Parent Tract Legal Description

A tract of land in the NW Quarter of Section 9, Township 11 North, Range 2 West of I.M. in Oklahoma County, Oklahoma, commencing at N.W. corner of Section 9, thence S 00°35'36" E a distance of 771.10', thence N 89°36'15" E a distance of 459.39' to N. W. corner of Lot 8, Block 4, Aviation Acres, a point of beginning. Thence N 89°36'15" E a distance of 800.00', thence S 00°39'09" E a distance of 462.22' to a point of curvature, thence along a curve to the right having a radius of 443.50' an arc distance of 251.50', with a chord bearing of S 15°35'35" W and a chord distance of 248.14', thence N 31°48'26" W a distance of 162.37', thence S 53°02'30" W a distance of 563.31', thence S 30°48'48" E a distance of 152.49' to a point of curvature having a radius of 60' a curve to the left an arc distance of 95.92' a chord bearing of S 14°38'10" W a chord distance of 86.03', thence S 31°00'29" E a distance of 100.28', thence N 51°56'54" W a distance of 397.70', thence N 38°00'38" E a distance of 148.89' to a point on a curve to the right having a radius of 50', an arc distance of 86.40' with a chord bearing of N 11°34'01" E a chord distance of 76.05', thence N 05°52'54" W a distance of 378.15', thence S 89°49'07" W a distance of 61.51', thence N 00°34'35" W a distance of 84.24', thence N 00°42'35" W a distance of 299.46' to the point of beginning. This tract of land contains 600,399.294 sf or 13.7833 acres more or less



## EXHIBIT B

### Approximate Legal Description for New Tract

A tract of land being part of Lots 40 and 41, Block 1, AVIATION ACRES, an addition to the City of Midwest City, according to the plat recorded in Book 24 of Plats, Page 4, together with a portion of Trosper Road (Platted as Tinker Road) as vacated in Oklahoma County District Court in Case No. CJ 95-6421-65 recorded in Book 6847, Page 2278 and being a part of that certain tract of land described in WARRANTY DEED recorded in Book 8837, Page 1233, lying in the Northwest Quarter of Section 9, Township 11 North, Range 2 West of the Indian Meridian, Oklahoma County, Oklahoma being more particularly described as follows:

BEGINNING at the most southerly corner of Block 2, AMEND'S AMENDED PLAT recorded in Book 41 of Plats, Page 44, said point being South 00°16'13" East 1722.54 feet and North 89°43'47" East 447.00 feet distant from the northwest corner of said Northwest Quarter, also being a point on the northerly right of way line of Interstate 40 Service Road;

THENCE North 38°23'14" East a distance of 201.82 feet;

THENCE South 37°28'18" East a distance of 131.72 feet;

THENCE South 53°25'06" West a distance of 30.17 feet;

THENCE South 30°27'12" East a distance of 118.95 feet to a point on a curve;

THENCE Southwesterly along a non tangent curve to the left having a radius of 196.45 feet (said curve subtended by a chord which bears South 67°22'20" West a distance of 83.83 feet) for an arc distance of 84.48 feet;

THENCE South 89°54'51" West a distance of 39.12 feet to a point on the northerly right of way line of said Interstate 40 Service Road;

THENCE North 51°34'18" West, along said northerly right of way line, a distance of 159.58 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 32,625 square feet or 0.7490 acres, more or less







NEW BUSINESS/  
PUBLIC DISCUSSION





## MEMORIAL HOSPITAL AUTHORITY AGENDA

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

September 22, 2020 – 6:02 PM

A. CALL TO ORDER.

B. DISCUSSION ITEMS.

1. Discussion and consideration to approve the minutes of the September 8, 2020 regular meeting, as submitted. (City Clerk - S. Hancock)
2. Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives. (Finance - C. Barron)
3. Discussion and consideration of awarding a COVID-19 Small Business Relief Program grant application for Computers Coffee and Chill in the amount of \$4,000. (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. 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. (Economic Development - R. Coleman)

E. ADJOURNMENT.



DISCUSSION ITEMS



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

### **Midwest City Memorial Hospital Authority Minutes**

September 08, 2020

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 7:13 PM with following members present: Trustees Susan Eads, Pat Byrne, Española Bowen, Sean Reed, Christine Allen, and Rick Favors with Secretary Sara Hancock, City Attorney Heather Poole, and City Manager Tim Lyon.

**CONSENT AGENDA.** Allen made a motion to approve the Consent Agenda as submitted, seconded by Byrne. 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 August 18, 2020 special meeting, as submitted.
2. Discussion and consideration to approve the minutes of the August 25, 2020 regular meeting, as submitted.
3. Discussion and consideration of approving an additional six-month extension to the FY 2018-19 Memorial Hospital Authority grant awards made to the Middle Income Housing Rehab Loan Grant Program and Original Mile Homebuyer Assistance Grant Program.

#### **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 adjourned the meeting at 7:14 PM.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES II, Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary



Midwest City Memorial Hospital Authority  
100 North Midwest Boulevard  
Midwest City, Oklahoma 73110  
Office (405) 739-1207/Fax (405) 739-1208  
[www.midwestcityok.org](http://www.midwestcityok.org)

## MEMORANDUM

To: Honorable Chairman and Trustees

From: Christy Barron, Finance Director

Date: September 22, 2020

Subject: Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives.

---

Jim Garrels, President, Fiduciary Capital Advisors, asked staff to put this item on each agenda in the event the Hospital Authority's investments need to be reallocated, an investment fund manager needs to be changed or changes need to be made to the Statement of Investment Policy on short notice.

Action is at the discretion of the Authority.

Christy Barron  
Finance Director





**City Manager**  
100 North Midwest Boulevard,  
Midwest City, Oklahoma 73110  
(405) 739-1201  
tlyon@midwestcityok.org

MEMORANDUM

TO: Memorial Hospital Authority Chair and Trustees

FROM: Tim Lyon, General Manager/Administrator

DATE: September 22, 2020

SUBJECT: Discussion and consideration of awarding a COVID-19 Small Business Relief Program grant application for Computers Coffee and Chill in the amount of \$4,000.

---

As you may recall, the Board of Grantors met on Thursday, August 6, 2020, followed by your Special Memorial Hospital Authority meeting on Tuesday, August 18, 2020 to award COVID-19 Small Business Relief Program grant funds to eligible Midwest City businesses.

We inadvertently omitted this application as it appeared to be one document short of a full eligible remittance; however, the owner had submitted the last document via email that went unnoticed until September 16, 2020. We personally went over and spoke with them and offered our apology and would like to get them funding as soon as possible.

Action is at your discretion.

A handwritten signature in black ink, appearing to read "Tim Lyon".

Tim Lyon, General Manager/Administrator



July, 08, 2020

Computers Coffee & Chill  
1401 S. Midwest Blvd.  
Midwest City, OK 73110

Dear Sir/Madame, Members of the Chair

Greetings from Computers Coffee & Chill,

We would like to Thank you, for the opportunity to apply for the Community Business Grant

We are so grateful that this year the Grant's purpose was shifted to area small business'.

If we are selected as a recipient, we will strive to continue serving this/our community.

Our family has grown, and contributed to being active participants to Midwest City for the past 34 years.

We are happy to call Midwest City our home and would not think of having a business any where else.

We opened our present location @ 1401 S. Midwest Blvd. In March of 2019.

At that time we thought that we would become a Community based coffee shop with free WiFi, but we quickly learned that we would be much more than that.

We realized that we would also be a safe, learning haven for many of our young pre-teens and college age students who actually enjoyed coming to the Computers Coffee & Chill to purchase inexpensive, (couch change) priced snacks and have an opportunity to sit and play a board game, or either the Nintendo, or X Box games or enjoy the WiFi on their personal cell phones.

We also had the computer set up with printer for all of the business resources many parents/adults enjoyed.

Although this New Year has met us with challenges and has changed our style of business, our students and parents still look for us, as a staple in the community. We will strive to remain open, for all of the various needs they've become accustomed to.

Two handwritten signatures in blue ink are located at the bottom of the page. The signature on the left is written in a cursive style and appears to be 'Steph A. [unclear]'. The signature on the right is also in cursive and appears to be 'Richard [unclear]'. Both signatures are written over the bottom portion of the letter's text.



MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY  
**Board of Grantors**  
 Application for Business Assistance

**Business Name:** 321 ENT CCC COFFEE CHILL LLC

**Physical Address:** 1401 S. MIDWEST BLVD

#	Direction	Street	Suffix	Unit#
Midwest City	OK			73110
City	ST			Zip

**Business Telephone:** ( 405 ) 326-7550 Extension: \_\_\_\_\_

**Business Website:** CCC SHOPOKC.COM

**Business' NAICS Code:** 425110 (<https://www.census.gov/eos/www/naics/>)

**Authorized Applicant:** NICHOLAS CAMPBELL  
First Name Last Name

**Mobile Telephone:** ( 405 ) 326-7550

**E-Mail Address:** \_\_\_\_\_ cornerstore @ cccshopkc.com

**By signing this application, I attest:**

- All information provided is true and correct to the best of my knowledge.
- I am duly authorized to submit this request on behalf of the business identified above.
- I understand and agree that I must provide documentation within 90 days of award proving funds received were used for the purposes identified on this application.
- I understand that any money improperly spent must be repaid.
- I understand and agree that any false information or failure to provide any required documentation will disqualify the Applicant and any establishment they represent to receive future funding from the Midwest City Memorial Hospital Authority, and that any funds received as result of erroneous information must be repaid.

Dated this 07 day of JULY, 20 20 Nicholas Campbell  
Applicant's Signature

SUBSCRIBED AND SWORN to before me this 8 day of JULY, 20 20



Laura S Henry My commission expires: 4.17.22  
Notary Public

**Business Information:** Time in Operation: Years: 4 Months: \_\_\_\_\_  
 Legal Structure: \_\_\_\_\_ Sole Proprietorship \_\_\_\_\_ Corporation  
                                   X Limited Liability Corp. \_\_\_\_\_ S-Corp.  
                                   \_\_\_\_\_ Partnership

Did you for State or Federal assistance or any other type of grant program(s): X Yes \_\_\_\_\_ No

Applications(s) Status: X Pending \_\_\_\_\_ Rejected \_\_\_\_\_ Approved

If approved, how much assistance did you receive in total: \$ \_\_\_\_\_

\_\_\_\_\_ Grant(s)            \_\_\_\_\_ Loans(s)            \_\_\_\_\_ Combination of both

**LOSSES:**

What is the total loss of revenue in comparing receipts for March 1, 2019 through April 30, 2019 versus the same time in 2020? \_\_\_\_\_ 0 %

How to compute losses:

Receipts for 3/1/2019 – 4/30/2019:	\$ 45,000	\$17,500 + \$45,000 = 38.89%
Receipts for 3/1/2020 – 4/30/2020:	\$ 27,500	
Difference:	\$ 17,500	

Do you own similar businesses in other communities? YES **NO** Total units owned: \_\_\_\_\_

*(Attach separate page detailing information on other business)*

<b>Planned Expenditures Details:</b>	Rent or Mortgage:	\$	<u>750.00</u>
	Other Debt Service:	\$	<u>290.00</u>
	Personnel or Benefits:	\$	<u>0.00</u>
	Materials or Supplies:	\$	<u>300.00</u>
	Contract Labor:	\$	<u>0.00</u>
	Utilities:	\$	<u>150.00</u>
	Advertising:	\$	<u>0.00</u>
	Other*:	\$	<u>0.00</u>
	*(Attach details)		
	<b>Total Request:</b>	\$	<u>1,490.00</u>

**Please Attach The Following Documents:**

- ✓ A signed statement explaining how this grant will affect the future of your business in Midwest City.
- ✓ Certificate of good standing from the Oklahoma Secretary of State  
<https://www.sos.ok.gov/corp/order/orderDefault.aspx>
- ✓ Completed Internal Revenue Service Form W-9



NEW BUSINESS/  
PUBLIC DISCUSSION





EXECUTIVE SESSION





**Economic Development**

100 N. Midwest Boulevard  
Midwest City, OK 73110  
rcoleman@midwestcityok.org  
Office: 405.739.1218  
[www.midwestcityok.org](http://www.midwestcityok.org)

MEMORANDUM

TO: Honorable Chairman and Trustees

FROM: Robert Coleman, Economic Development Director

DATE: September 22, 2020

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.

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Appropriate information will be dispersed during the meeting. Action is at the Council's discretion.

Robert Coleman, Economic Development Director





**SPECIAL ECONOMIC DEVELOPMENT AUTHORITY AGENDA**

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

September 22, 2020 – 6:03 PM

- A. CALL TO ORDER.
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so that Trustees, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with approval of all Trustees, or members of the audience wish to discuss an item, it will be removed and heard in regular order.
1. Discussion and consideration to approve the minutes of the August 11, 2020 special meeting, as submitted. (Secretary - S. Hancock)
  2. Discussion and consideration of entering into an agreement with the University of Oklahoma Christopher C. Gibbs College of Architecture, the Institute for Quality Communities and the City of Spencer to perform the Vision 23 Corridor Study for U.S. Highway 62 (NE 23<sup>rd</sup> Street) between N Post Road and N Air Depot Boulevard; at a cost of approximately \$9622.50. (Economic Development - R. Coleman)
- C. PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the Agenda is for members of the public to speak to the Trustees on any Subject not scheduled on the Regular Agenda. The Trustee 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 Trustees will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE TRUSTEES ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE TRUSTEES.**
- D. ADJOURNMENT.



**MIDWEST CITY**

*Where the Spirit Flies High*

CONSENT AGENDA



Notice for the Midwest City Special Economic Development Authority meetings 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 Economic Development Authority Minutes**  
**Special Meeting**

August 11, 2020

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 6:31 PM with following members present: Trustees Susan Eads, Pat Byrne, Española Bowen, Sean Reed, Christine Allen, Rick Favors with Secretary Sara Hancock, City Attorney Heather Poole, and City Manager Tim Lyon.

CONSENT AGENDA. Eads made a motion to approve Consent Agenda, as submitted, seconded by Allen. Voting aye: Bowen, Byrne, Reed, Eads, Allen, Favors, and Dukes. Nay: none. Motion carried.

1. Discussion and consideration to approve the minutes of the July 28, 2020 special meeting, as submitted.
2. Discussion and consideration of supplemental budget adjustments to the following funds for FY 2020-2021, increase: Economic Development Authority Fund, expenses/Economic Dev Auth (95) \$1,677.

PUBLIC DISCUSSION. There was no public discussion.

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 6:31 PM.

ATTEST:

\_\_\_\_\_  
MATTHEW D DUKES II, Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary

MEMORANDUM

To: Honorable Chairman and Trustees

From: Robert Coleman, Direction of Economic Development

Date: September 22, 2020

Subject: Discussion and consideration of entering into an agreement with the University of Oklahoma Christopher C. Gibbs College of Architecture, the Institute for Quality Communities and the City of Spencer to perform the Vision 23 Corridor Study for U.S. Highway 62 (NE 23<sup>rd</sup> Street) between N Post Road and N Air Depot Boulevard; at a cost of approximately \$9622.50.

---

The centerline of NE 23<sup>rd</sup> Street represents the jurisdictional boundary between Midwest City and Spencer for approximately 2.65 miles. There are over 20,000 vehicles using this thoroughfare every day with potential for even more after the Kickapoo Turnpike opens. Over the past five years, the staff and leaders from both communities have expressed a mutual desire to improve the functionality and aesthetics of the U.S. Highway 62 corridor in order to promote economic development.

Earlier this year, the City of Spencer submitted a request for assistance to the University of Oklahoma Gibbs College of Architecture and the Institute for Quality Communities (“OU IQC”) cosponsored by the City of Midwest City. Simultaneously, Spencer also applied for a \$2050 IQC Planning Grant from the Oklahoma Municipal League to defer costs. We’ve recently learned we were approved for both.

We propose splitting project costs based on the respective frontage represented in each jurisdiction; thus, Midwest City’s commitment is for \$9622.50 and Spencer is responsible for \$5377.50. This project was not included in the FY 2020 – 2021 Economic Development Authority budget request, so it will be encumbered from Contractual account (353-9550-463.30-40). It appears to have a balance of \$516,435.78 at the time of this request.

The University of Oklahoma Gibbs College of Architecture and the Institute for Quality Communities (iqc.ou.edu) is familiar with Midwest City having worked on the 2016 Original Mile Placemaking Study. We feel OU IQC will do an equally excellent job with this project.

Staff recommends approval of the attached contract and to appoint a contact point and coordinator for Midwest City’s team. Please contact my office at (405) 738-1218 with any question.

Respectfully,



---

Robert Coleman  
Director of Economic Development

4 September 2020

Mr. Huey Long, City Manager  
City of Spencer

Mr. Robert Coleman, Economic Development Director  
City of Midwest City

**Re: Scope of Work and Proposal for "Vision 23" Corridor Study**

**Dear Mr. Long and Mr. Coleman:**

Thank you for the opportunity to submit this proposal on behalf of the University of Oklahoma Christopher C. Gibbs College of Architecture ("GCA") and Institute for Quality Communities ("IQC"). Our students look forward to working with you on this exciting project. This proposal, together with the terms set forth below, may be accepted by returning a signed copy of this proposal to IQC at shanehampton@ou.edu. Upon acceptance, this proposal shall constitute a contract ("Agreement") between the Board of Regents of the University of Oklahoma on behalf of IQC, with the City of Spencer, and the City of Midwest City through its public trust for economic development the Economic Development Authority ("Clients").

**PROPOSED SERVICES AND TERMS**

1. Clients understand and agree that work done on its behalf by GCA and IQC will be undertaken by a multidisciplinary team of students and graduate assistants as part of their educational experience, and that this component of the Agreement is contemplated in the amounts agreed to be paid for services under this Agreement, and that this educational component is the primary purpose of GCA and IQC. Clients understand and agree that GCA and IQC must at all times comply with all applicable University policies and procedures.
2. Ownership of work and/or deliverable(s) produced pursuant to this Agreement shall be retained by the creator(s) and/or the creator's(s') employer, as applicable and appropriate, of the work and/or deliverable(s). The creator(s) and/or the creator's(s') employer, if applicable, hereby grants Clients a non-exclusive, royalty-free license to use and/or reproduce the work and/or deliverable(s) solely for Clients' non-commercial, research, educational, and/or public services purposes.

3. The Scope of Work shall conform to the Project Statement, attached hereto and made a part of this Agreement by reference. Any changes, additions or subtractions to the Scope of Work shall be approved in writing by the Clients and GCA, and appended to this Agreement.
4. Clients are responsible for the purchase or reimbursement of outside or out-of-pocket expenses relating to the Scope of Work requested, based on their percentage share of US 62 frontage in the study area. Clients will always give pre-approval for any financial transactions subject to reimbursement, and IQC will advise Clients of any additional expenses or additional out-of-pocket expenses as soon as possible prior to incurring them.
5. All projects must be approved by Clients before the release of any material created and/or service(s) provided by GCA and IQC, except as may be required by law.
6. The term of this Agreement shall be from the 1 day of October, 2020, until its termination date, listed below. Clients have the right to terminate this Agreement if dissatisfied with the services rendered, provided either Client communicates, in writing, its dissatisfaction and the reasons therefore, to the Director of IQC. GCA and IQC may terminate this Agreement in the event Clients fail to reasonably cooperate, are unwilling to participate in activities necessary to complete the project, or fail to comply with the payment terms of this Agreement. Where one client defaults or is non-conforming, the Agreement will proceed as set out above, in regards to the remaining Client's portion of the frontage of US 62.
7. Clients understand and agree that GCA's and IQC's primary purpose is educational, and that therefore any work created is conceptual in nature and is not represented as conforming to any industry-specific standards. Concepts and designs delivered as part of the Scope of Work must be prepared for construction by licensed architecture and engineering professionals, which cost is not included in this Agreement.
8. This Agreement contains the entire understanding of the parties.
9. This Agreement shall be governed by and construed according to the laws of the State of Oklahoma.

[continued next page]

**FEES:**

The fee for this project shall be \$17,050. The Oklahoma Municipal League will provide \$2,050 in support of this project. The City of Spencer will be billed \$5,377.50. The City of Midwest City will provide \$9,622.50 This amount shall be invoiced by IQC at the conclusion of the project.

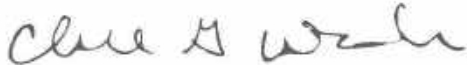
**TERM:**

This Agreement shall be effective beginning upon the date of Client’s acceptance of the proposal in the manner set forth above, and shall continue through 28 May 2021.

Sincerely,



Shane Hampton  
The University of Oklahoma  
*Director, Institute for Quality Communities*



Charles Warnken  
The University of Oklahoma  
*Director, Regional & City Planning*



Hans E. Butzer  
The University of Oklahoma  
*Dean, Gibbs College of Architecture*

**Accepted and Approved: For City of Spencer:**

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State Zip

**Accepted and Approved: For Economic Development Authority, City of Midwest City:**

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State Zip

# Project Statement | Vision 23

## Corridor Study for Northeast 23<sup>rd</sup> Street in Spencer/Midwest City

### Background

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The City of Spencer and City of Midwest City are seeking assistance in developing a corridor plan for Northeast 23<sup>rd</sup> Street, building on the work of the Spencer Forward Vision. The corridor segment is shared by the City of Spencer, the City of Midwest City, and Oklahoma County, who will be included in the process through the primary contacts at the City of Spencer. Topics of particular interest include review of zoning and development codes, analysis of potential development sites, street or infrastructure improvements, branding or marketing efforts, and others determined through stakeholder engagement processes.

The OU Regional & City Planning Studio and Institute for Quality Communities seek an opportunity for hands-on education for students.

Oklahoma Municipal League: Community engaged partnerships are supported in part by sponsorship from the Oklahoma Municipal League.

### Team

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OU Regional & City Planning (RCPL) Team: The RCPL Studio in Fall 2020-Spring 2021 is led by Dr. Charles Warnken, with a team of 14 Regional & City Planning students.

OU Institute for Quality Communities (IQC) Team: The studio will be supported as needed by an interdisciplinary team of graduate assistants at the Institute for Quality Communities.

Vision 23 Team: The Vision 23 Team is a collaboration between the City of Spencer and the City of Midwest City. The lead contact is Mr. Huey Long, City Manager, City of Spencer. The lead contact is essential throughout the project, especially through providing relevant background materials, supporting logistical needs and local communications, and reviewing draft findings and results. Anticipated background materials provided by the Vision 23 team include any data (such as GIS files) and documentation on previous efforts like Spencer Forward.

### Draft of Anticipated Scope

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#### **I: Implement Community Outreach Strategy (Fall 2020 and Spring 2021)**

The Vision 23 team will assist the OU team in engaging with the community by creating a steering committee and assisting with scheduling of regular meetings. The OU team will seek assistance from the project partner in scheduling and hosting any stakeholder interviews or public meetings.



Specific outreach efforts will be determined by the students in the RCPL Studio in consultation with the Vision 23 Team. Adjustments will be made based on the safety and required social distancing due to COVID-19 pandemic. However, the following outline describes a typical level of contact for community outreach:

#### Fall 2020 Tasks

- Project Partner Meeting and Corridor Tour
- Establish Steering Committee
- 2-3 Steering Committee Meetings
- Stakeholder Interviews or Focus Groups
- Public Outreach Programming and/or Workshop Opportunities

#### Spring 2021 Tasks

- 2-3 Steering Committee Meetings
- Public Program/Presentation

## **II: Planning Research and Analysis (Fall 2020 Emphasis)**

The Vision 23 team will assist the team by sharing existing data and previous planning studies relevant to the 23<sup>rd</sup> Street corridor, from both Midwest City and Spencer. The team will produce maps, graphics, and narrative analysis of the physical, demographic, and policy characteristics of the corridor.

Topics may include:

- Topics Raised by Steering Committee and Public
- Review of development history
- Summary of related planning efforts
- Summary of recent development trends
- Assets and Anchors
- Demographics
- Employment
- Housing
- Access to Food, Parks, Education, etc.
- Zoning and Land Use
- Signage
- Parking
- Infrastructure
- Streets and traffic
- Parcels and ownership
- Urban design analysis

### III: Develop Corridor Vision Plan (January – March 2021)

The OU team will use the information collected in Tasks I-II as the basis for developing the corridor plan. The OU team will outline recommended priorities to advance local planning goals. Priorities will include narrative description supported by maps, graphics, photos, illustrations, renderings, and case studies from other communities as needed. The final document will also include notes on how to implement strategies and recommended prioritization or phasing.

### IV: Deliverables: Final Copies and Presentations (April – May 2021)

The team will produce 20 hard copies of the report. The team will also provide a PDF version of the report, and a folder containing original image files and a document format that can be edited or updated when needed.

#### Draft Project Budget / Fee

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The project budget covers anticipated expenses in delivering the services. The budget is offset by a \$2,050 grant from the Oklahoma Municipal League.

#### Anticipated Budget

IQC Graduate Assistant	\$11,700	Access to IQC graduate assistant team for support
Materials & Printing	\$1,500	Meeting supplies, materials, posters, final document
Travel Expenses	\$1,000	Car, van, or bus rentals; mileage reimbursements
Faculty Development	\$2,000	Support for developing materials beyond normal teaching
<u>Overhead</u>	<u>\$850</u>	5% university charge
Total	\$17,050	

**Request from City of Spencer**                      **\$5,377.50**

**Request from City of Midwest City**            **\$9,622.50**

\* The remainder of the fee for project expenses is covered by a grant from the Oklahoma Municipal League in the amount of \$2,050.



PUBLIC DISCUSSION





## SPECIAL UTILITIES AUTHORITY AGENDA

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

September 22, 2020 – 6:04 PM

- A. CALL TO ORDER.
- B. DISCUSSION ITEMS.
  - 1. Discussion and consideration to approve the minutes of the July 28, 2020 special meeting, as submitted. (Secretary - S. Hancock)
  - 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. (Economic Development - R. Coleman)
- C. PUBLIC DISCUSSION. The purpose of the "Public Discussion Section" of the Agenda is for members of the public to speak to the Trustees on any Subject not scheduled on the Regular Agenda. The Trustees 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 Trustees will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE TRUSTEES ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE TRUSTEES.**
- D. ADJOURNMENT.



**MIDWEST CITY**

*Where the Spirit Flies High*

DISCUSSION ITEMS



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**

July 28, 2020

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 8:11 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.

CONSENT AGENDA. Bowen made a motion to approve Consent Agenda items, as submitted, seconded by Eads. Voting Aye: Byrne, Eads, Bowen, Reed, Allen, Favors, and Chairman Dukes. Nay: None. Motion carried.

1. Discussion and consideration to approve the minutes of the June 23, 2020 special meeting, as submitted.
2. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2020-2021, increase: Utilities Authority Fund, expenses/Economic (87) \$773,865.
3. Discussion and consideration of passing and approving Resolution UA2020-01 for the Midwest City Utilities Authority, a public trust, to release unappropriated fund balance at the close of day June 30, 2020 to be made available for fiscal year 2020-2021; amending the budget for fiscal year 2020-2021 to include the released appropriations from the fiscal year 2019-2020 budget as supplemental appropriations; and, effective July 1, 2020, renewing encumbrance commitments canceled at the close of day June 30, 2020.

PUBLIC DISCUSSION. There was no public discussion.

ADJOURNMENT There being no further business, Chairman Dukes adjourned the meeting at 8:11 PM.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES II, Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary



Midwest City Utilities Authority  
100 North Midwest Boulevard  
Midwest City, Oklahoma 73110  
Office (405) 739-1207/Fax (405) 739-1208  
[www.midwestcityok.org](http://www.midwestcityok.org)

## MEMORANDUM

To: Honorable Chairman and Trustees

From: Robert Coleman, Director of Economic Development

Date: September 20, 2020

Subject: 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.

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Hard Luck Automotive Services ([hardluckauto.org](http://hardluckauto.org)) is a non-profit organization whose mission is repairing cars and trucks for those who do not have the means to fix them on their own. Hard Luck offers free labor and the customer is responsible for the cost of all parts. Hard Luck has gained national media coverage for its one-of-a-kind services and has even enjoyed some international attention.

Adam Ely, co-owner of Hard Luck, began working out of his truck before a benefactor donated a two year lease at a location at 616 SW 29<sup>th</sup> Street in Oklahoma City. That lease expires soon, and Mr. Ely is looking to move his business to a permanent location closer to his Choctaw, OK home. He likes our Soldier Creek Industrial Park ("SCIP") and thinks it will be a good fit for his crew. He also believes there is a genuine need for his services on the north side of our community.

He is requesting the Utilities Authority reserve one acre in SCIP for future purchase by Hard Luck. We have created a Letter of Intent ("LOI") outlining specific performance by Hard Luck and the Authority, action items that will eventually be bound in a Development Agreement and Contract for Sale.

Staff recommends approving the LOI as written.

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Robert Coleman  
Director of Economic Development

Attachment: Request from Adam Ely, Hard Luck Automotive Services  
Draft Letter of Intent

21 August 2020

**Hon. Matthew D. Dukes II , Chairman  
Midwest City Utilities Authority  
100 N Midwest BL  
Midwest City, OK 73110**

Dear Chairman Dukes,

Hard Luck Automotive Services is a registered 501(c)3 non-profit organization dedicated to helping the less fortunate by repairing problematic vehicles that are usually owned by the working poor. Our staff consists of 2 retired U.S. Military Officers, and my wife who is prior enlisted in the U.S. Air Guard and is now working in BLDG 3001 as a B-52 Program Manager. As for me, I am a U.S. Army veteran who proudly served in Iraq and Afghanistan.

Beginning in 2017, we have repaired down-trodden cars and trucks for simply the price of the parts. We rely strictly on donations to sustain our small operation, which is currently based at 616 SW 29<sup>th</sup> Street in Oklahoma City. The local and national media coverage Hard Luck receives has increased our clientele, which, in turn, has resulted in a need for more space. The fact our shop was burglarized weeks ago makes us more motivated to move sooner rather than later.

The Soldier Creek Industrial Park ("SCIP") in Midwest City was one of the first places we scouted for a potential new location. It was a logical choice because of our roots. My wife, Toni, grew up here and graduated from Carl Albert H.S, and several of our crew members also live in the vicinity. We also understand there may be a lot of single-mothers, elderly persons and others in and around the community who need our help. According to the Oklahoma Department of Commerce website, more than 50% of the households within five miles of SCIP have combined household incomes under \$50,000.

All of our donations currently arrive via website and from walk-in donors, but we are beginning a capital campaign to raise enough funds for a new location. We spoke to Economic Development Director Robert Coleman about the possibility of a property contribution from the Utilities Authority. He relayed information about the plat and minimum development requirements. He also explained the rigorous details involved in building a new site.

We know this is a major undertaking for our small organization, but we feel such a commitment from the City would be a strong driver in soliciting donations from businesses and other organizations desiring to support our efforts. Please consider reserving one (1) acre within SCIP's boundaries for Hard Luck Automotive. We are not picky about the property, but we would prefer ground that would be the most economical to develop. We will agree to pay Closing costs associated with the transfer.

In return, we will agree to build a first-class, code-compliant building that will compliment SCIP. Furthermore, we will also commit to purchasing all of the parts and supplies possible from Midwest City Vendors. But more importantly, we promise to bring much needed expert services to an area where they are badly needed.

Please let us know if this is a possibility. We need to get moving as quickly as possible.

Sincerely,

Adam Ely, Co-Owner  
Hard Luck Automotive



**Letter of Intent for the Sale and Development of Property Within the  
Soldier Creek Industrial Park, 7450 NE 23<sup>rd</sup> Street, Midwest City, OK**

**THE FOLLOWING LETTER OF INTENT (“LOI”) , DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, OUTLINES THE GENERAL TERMS OF A REAL ESTATE SALES CONTRACT AND A POTENTIAL ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE PARTIES DESCRIBED BELOW FOR THE IMPROVEMENT AND OCCUPANCY OF REAL PROPERTY IN THE SOLDIER CREEK INDUSTRIAL PARK, MIDWEST CITY, OKLAHOMA. THE UNDERSIGNED ARE PREPARED TO USE REASONABLE EFFORTS TO NEGOTIATE A DEFINITIVE ECONOMIC DEVELOPMENT AGREEMENT (“AGREEMENT”) AND CONTRACT FOR SALE (“CONTRACT”) AFTER THIS INSTRUMENT IS APPROVED AND EXECUTED BY ALL PARTIES.**

1. **Party of the First Part:** Hard Luck Automotive Services, (“HLAS”) an Oklahoma 501(c)3 non-profit company or its designee.
2. **Party of the Second Part:** The Midwest City Utilities Authority (“Authority”), an Oklahoma public trust.
3. **Property:** A yet-to-be-determined parcel of land located in the first phase of the Soldier Creek Industrial Park (“SCIP”), 7450 NE 23<sup>rd</sup> ST, Midwest City, OK.
4. **Enactment:** The enacting of the Agreement shall be conditioned upon the sale and Closing of certain property to HLAS located in SCIP.
5. **Public Information:** The parties recognize and agree that this Letter of Intent will become a public document.
6. **Intent:** This letter expresses only the intent of the parties and, notwithstanding anything herein to the contrary is not (and shall not be deemed to be) a legally binding agreement.
7. **Terms and Conditions:** The parties are entering into this LOI with the understanding the following conditions will be incorporated into the Agreement and the Contract between the parties. The parties agree:
  - A. **The Authority’s Responsibilities:**
    - 1) Economic Development Agreement
      - a. The Authority agrees to reserve at least one (1) acre in SCIP for a period of six (6) months from the date of execution of this LOI.

- b. Upon receiving adequate draft construction documents (See 8.B.1.b), the Authority will adjust the amount of land being reserved to suit the development and will reserve said amount for an additional six (6) month period for a total reserve time not to exceed twelve (12) months.
  - c. Within thirty (30) days of receiving adequate proof of HLAS' financial ability to construct an Automotive Repair Facility ("Facility") the Authority will approve the Agreement and Contract.
- 2) Sale of Real Estate
- a. The Authority agrees to sell HLAS property in Soldier Creek Industrial Park at a cost of one dollar (\$1) per acre or portion thereof.
    - i. The amount of property bound by the Contract shall be in accordance with the land development described in the draft construction documents (See Section 8.B.1.a.i.)
  - b. Closing shall occur no later than sixty (60) days following the approval of the Agreement and the Contract.

**B. HLAS' Responsibilities:**

- 1) Economic Development Agreement
- a. Predevelopment Requirements
    - i. HLAS, within six (6) months of the execution of this LOI, must present the following draft construction documents adequately detailing plans to develop an Automobile Repair Facility ("Facility"):
      - 1. Site Plan
      - 2. Floor Plan
      - 3. Building Elevations
    - ii. HLAS, within twelve (12) months of the execution of the LOI, must present proof of its financial ability to construct the Facility.
    - iii. HLAS must be prepared to execute the Agreement and Contract within thirty (30) days of the Authority's approval of HLAS' financial statements.
    - iv. A failure to meet any of the aforementioned deadlines will result in this LOI becoming null and void, and any land reservation will be canceled.
  - b. Development Requirements
    - i. Within one hundred twenty days (120) days of Closing HLAS must have (a) building permit(s) for the proposed development.
    - ii. HLAS must adhere to all applicable city, state and federal policies, codes and laws without variance in the construction and operation of the Facility.
    - iii. Within one (1) year of Closing HLAS must have a Certificate of Occupancy ("C.O.") for the Facility.
    - iv. Following the issuance of the C.O, HLAS agrees to maintain staffing levels so that there is least one (1) full-time position employed on the property for every 3000 ft.<sup>2</sup> it has purchased.

1. *For the purpose of this agreement a "Full Time Position" is an employee working a minimum of 2080 hours over the course of twelve (12) consecutive months, less any vacation leave, sick leave or other similarly paid leave time.*
- v. HLAS must present adequate proof of staffing levels as required by the Agreement.
- vi. Failing to adhere to these Development Requirements will result in a breach of the Agreement and could result in liquidated damages equal to the property's pre-developed value as outlined in the Agreement.

2) Real Estate Purchase

- a. HLAS agrees to purchase property from the Authority for one dollar (\$1) per acre or portion thereof under the terms and conditions detailed hereinabove.
- b. HLAS must pay all Closing costs excepting the Authority's attorney fees and administrative costs.
- c. Closing will occur at a time and location convenient to the Authority no later than sixty (60) days following the approval of the Agreement and Contract.

**FOR THE MIDWEST CITY UTILITIES AUTHORITY:**

By: \_\_\_\_\_  
Chairman Matthew D. Dukes II

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

**FOR HARD LUCK AUTO SERVICE, INC:**

By: \_\_\_\_\_

Title: \_\_\_\_\_

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



PUBLIC DISCUSSION

