



City of Enid  
401 W. Owen K. Garriott Road  
Enid, Oklahoma 73701  
580-234-0400

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BOARD OF COMMISSIONERS

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NOTICE OF MEETINGS

Mayor and Board of Commissioners of the City of Enid, Oklahoma, the Trustees of the Enid Municipal Authority, a Public Trust, the Trustees of the Enid Economic Development Authority, a Public Trust, and the Trustees of the Enid Public Transportation Authority, a Public Trust

Notice is hereby given that the Mayor and Board of Commissioners of the City of Enid, Oklahoma, the Trustees of the Enid Municipal Authority, a Public Trust, the Trustees of the Enid Economic Development Authority, a Public Trust, and the Trustees of the Enid Public Transportation Authority, a Public Trust will meet in regular session at 6:30 p.m. on the 7th day of March, 2017, in the Council Chambers of the City Administration Building, located at 401 W. Owen K. Garriott Road in said city, and the agenda for said meeting is as follows:

- AGENDA -

MAYOR AND BOARD OF COMMISSIONERS REGULAR MEETING

1. CALL TO ORDER/ROLL CALL.
2. INVOCATION.
3. FLAG SALUTE.
4. CONSIDER APPROVAL OF MINUTES OF THE REGULAR COMMISSION MEETING OF FEBRUARY 23, 2017.
5. AWARDS, PRESENTATIONS, PROCLAMATIONS, AND ORGANIZATIONAL BUSINESS.
  1. PRESENT PET AVAILABLE FOR ADOPTION AT THE CITY ANIMAL SHELTER.
  2. PROCLAMATION OF APPRECIATION FOR CODY LACK, GOLF PROFESSIONAL.
  3. CONSIDER APPOINTMENTS TO THE METROPOLITAN AREA PLANNING COMMISSION, PARK BOARD, TREE BOARD AND ADA ACCESS BOARD.
6. HEARINGS.

1. NONE.
7. COMMUNITY DEVELOPMENT.
  1. NONE.
8. ADMINISTRATION.
  1. CONSIDER A RESOLUTION AMENDING THE 2016-2017 ENID EVENT CENTER AND CONVENTION HALL FUND BUDGET BY APPROPRIATING ADDITIONAL FUNDS TO INCREASE THE 2016-2017 APPROPRIATED AMOUNTS FOR THE ENID EVENT CENTER AND CONVENTION HALL DEPARTMENT, IN THE AMOUNT OF \$200,000.00.
  2. AWARD PURCHASE OF INTERNET, IP TELEPHONE, AND LONG DISTANCE SERVICE TO AT&T CORP., DALLAS, TEXAS, FOR THE CITY OF ENID FOR A 3 YEAR PERIOD, IN THE AMOUNT OF \$95,004.00.
  3. CONSIDER THE SALE OF SURPLUS PROPERTY DESCRIBED AS THE NORTH 80' OF LOT 3, BLOCK 1, BROMELEY ADDITION, LOCATED AT 121 NORTH 16TH STREET IN THE AMOUNT OF \$34,300.00 AND AUTHORIZE THE MAYOR TO EXECUTE ALL CONTRACT DOCUMENTS.
9. CONSENT.
  1. ACCEPT UTILITY EASEMENT FROM MULTIPLE-FAMILY TRUSTS TO SERVE FORESTRIDGE FIRST ADDITION, BLOCKS 1-4, PROJECT NO. W-1606A.
  2. APPROVE CHANGE ORDER NO. 1 WITH RICK LORENZ CONSTRUCTION, INC., ENID, OKLAHOMA, FOR THE LONGFELLOW SAFE ROUTES TO SCHOOL INFRASTRUCTURE, IN THE AMOUNT OF \$53,443.18, PROJECT NO. M-1604A.
  3. APPROVE CHANGE ORDER NO. 2 WITH LAYNE CHRISTENSEN COMPANY, GUTHRIE, OKLAHOMA, FOR 2015 WELL FIELD IMPROVEMENTS PROJECT, IN THE AMOUNT OF \$339,350.00, AND ACCEPT THE ORIGINAL PROJECT, PROJECT NO. W-1512A.
  4. APPROVE CHANGE ORDER NO. 1 WITH PARATHON CONSTRUCTION, LLC., EDMOND, OKLAHOMA, FOR THE PHASE VII PEDESTRIAN TRAIL PROJECT ON EAST BROADWAY AVENUE FROM 16TH STREET TO UNIVERSITY AVENUE, IN THE DEDUCT AMOUNT OF \$45,056.65, AND ACCEPT PROJECT, PROJECT NO. M-1606A.
  5. APPROVE AN AGREEMENT WITH CONSOLIDATED GRAIN & BARGE, INC., MANDEVILLE, LOUISIANA, TO ADD AN ADDITIONAL RAILROAD CROSSING ACROSS 30TH STREET AND RELOCATE CONTROL SIGNALS WITHIN THE CITY OF ENID RIGHT-OF-WAY.
  6. ACCEPT THE JUNE 30, 2016, INDEPENDENT AUDITOR'S SINGLE AUDIT REPORT FOR THE CITY OF ENID, OKLAHOMA AND ITS RELATED AUTHORITIES.
  7. CONSIDERATION AND DENIAL OF TORT CLAIM OF STEPHANIE PARKER.

8. CONSIDERATION AND DENIAL OF TORT CLAIM OF MITCHELL CHASE.
9. APPROVAL OF CLAIMS IN THE AMOUNT OF \$923,429.06.
10. RECESS TO CONVENE AS THE ENID MUNICIPAL AUTHORITY.
11. TRUSTEES OF THE ENID MUNICIPAL AUTHORITY REGULAR MEETING.
12. ENID MUNICIPAL AUTHORITY REGULAR MEETING.
  1. CONSIDER A RESOLUTION INCREASING THE 2016-2017 FISCAL FINANCIAL PLAN FOR THE ENID MUNICIPAL AUTHORITY, IN THE AMOUNT OF \$200,000.00.
  2. APPROVAL OF CLAIMS IN THE AMOUNT OF \$189,433.85.
13. ADJOURN TO CONVENE AS THE ENID ECONOMIC DEVELOPMENT AUTHORITY.
14. TRUSTEES OF THE ENID ECONOMIC DEVELOPMENT AUTHORITY REGULAR MEETING.
15. ENID ECONOMIC DEVELOPMENT AUTHORITY REGULAR MEETING.
  1. APPROVAL OF CLAIMS IN THE AMOUNT OF \$36,856.59.
16. ADJOURN TO CONVENE AS THE ENID PUBLIC TRANSPORTATION AUTHORITY.
17. TRUSTEES OF THE ENID PUBLIC TRANSPORTATION AUTHORITY REGULAR MEETING.
18. ENID PUBLIC TRANSPORTATION AUTHORITY REGULAR MEETING.
  1. APPROVAL OF CLAIMS IN THE AMOUNT OF \$4,828.32.
19. ADJOURN TO RECONVENE AS THE ENID CITY COMMISSION.
20. PUBLIC COMMENTS.
21. ADJOURN.

**City Commission Meeting**

**4.**

**Meeting Date:** 03/07/2017

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**SUBJECT:**

**CONSIDER APPROVAL OF MINUTES OF THE REGULAR COMMISSION MEETING OF FEBRUARY 23, 2017.**

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**Attachments**

Minutes

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MINUTES OF REGULAR MEETING OF THE  
MAYOR AND BOARD OF COMMISSIONERS OF THE CITY OF ENID, OKLAHOMA,  
TRUSTEES OF THE ENID MUNICIPAL AUTHORITY, A PUBLIC TRUST,  
TRUSTEES OF THE ENID ECONOMIC DEVELOPMENT AUTHORITY, A PUBLIC TRUST,  
AND TRUSTEES OF THE ENID PUBLIC TRANSPORTATION AUTHORITY, A PUBLIC TRUST  
HELD ON THE 23RD DAY OF FEBRUARY 2017

The Mayor and Board of Commissioners of the City of Enid, County of Garfield, State of Oklahoma, the Trustees of the Enid Municipal Authority, a Public Trust, the Trustees of the Enid Economic Development Authority, a Public Trust, and the Trustees of the Enid Public Transportation Authority, a Public Trust, met in regular session at 6:30 P.M. on the 23rd day of February 2017, in the Council Chambers of the Administration Building of the City of Enid, located at 401 West Owen K. Garriott Road in said city, pursuant to notice given by December 15, 2016 to the Clerk of the City of Enid, and pursuant to notice thereof displayed at the entrance to the Administration Building of said city, in prominent view and which notice was posted prior to 5:00 P.M. on the 22nd day of February 2017.

-MAYOR AND BOARD OF COMMISSIONERS-

Mayor Shewey called the meeting to order with the following members present and absent:

PRESENT: Commissioners Janzen, Ezzell, Wilson and Mayor Shewey.

ABSENT: Commissioner Brownlee.

Staff present were City Manager Jerald Gilbert, City Attorney Andrea Chism, City Clerk Linda Parks, Director of Engineering Services Christopher Gdanski, Public Services Director Billy McBride, Public Utilities Director Louis Mintz, Planning Administrator Chris Bauer, Fire Chief Joe Jackson, Director of Marketing and Public Relations Steve Kime, and Human Resources Director Sonya Key.

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Retired Pastor Clarence Glaze, gave the Invocation, and Mr. Billy McBride led the Flag Salute.

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Motion was made by Commissioner Janzen and seconded by Commissioner Ezzell to approve the minutes of the regular Commission meeting of February 7, 2017, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Wilson and Mayor Shewey.

NAY: None.

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Animal Control Officer Jerad Free presented “Austin,” a 5-month old male Lab mix, available for adoption at the Enid Animal Shelter.

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A proclamation was read and presented to former Commissioner Rodney Timm for his contributions and distinguished service while serving as Ward 4 Commissioner on the Enid City Commission.

A proclamation was also read recognizing former Commissioner David Vanhooser for his contributions and distinguished service while serving as Ward 6 Commissioner on the Enid City Commission.

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Motion was made by Commissioner Ezzell to appoint Mr. Jonathan Waddell as Ward 4 Commissioner, and Mr. George Pankonin as Ward 6 Commissioner to fill unexpired terms on the Commission to May 2017.

Motion was seconded by Commissioner Janzen, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Wilson and Mayor Shewey.

NAY: None.

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Municipal Judge James Long administered the Oath of Office to newly appointed Ward 4 Commissioner Jonathan Waddell, and Ward 6 Commissioner George Pankonin, after which time both took their respective seats on the Commission.

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A hearing was held regarding a proposed ordinance amending Chapter 17 in Title 11 of the Enid Municipal Code, 2014, entitled “Fences;” Section 11-7-2, entitled “Materials;” Section 11-17-4, entitled “Setbacks and View Restrictions;” Section 11-17-6, entitled “General Standards and Regulations;” and Section 11-17-7, entitled “Front Yard Fences.”

City Attorney Andrea Chism explained that the proposed ordinance would allow ribbed or corrugated metal panels to be used as fencing material; reduce the set-back requirement from eight feet to zero, should a fence be constructed where it could be seen through; require the top of metal fences to be capped; require the bottom edge of fences to be level with or below the ground; and remove the requirement regarding separation of pickets required for front yards.

There being no further comments, the hearing concluded.

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Motion was made by Commissioner Janzen and seconded by Commissioner Wilson to approve a resolution amending the 2016-2017 Capital Improvement Fund Budget by appropriating additional funds in the amount of \$40,709.00 to provide funding for two new entryway signs, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

(Copy Resolution)

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Motion was made by Commission Ezzell and seconded by Commissioner Janzen to approve Change Order No. 1 with G & S Sign Services, LLC, for Project No. M-1607A, Enid’s

Gateway/Welcome Signs, in the amount of \$40,709.00 based on unit prices, for a total revised contract amount of \$73,519.00, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

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Motion was made by Commissioner Pankonin and seconded by Commissioner Wilson to approve a resolution amending the 2016-2017 General Fund Budget by appropriating additional funds in the amount of \$535,000.00 to purchase property located at 116 West Owen K. Garriott Road, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

(Copy Resolution)

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Brief discussion was held regarding a Purchase and Sale Agreement between the City of Enid and MTK Construction & Properties, LLC, for property located at 116 West Owen K. Garriott Road.

Ms. Chism explained that the referenced contract included the property located at 116 West Owen K. Garriott Road, the building on that property, and the adjacent vacant lot, at a purchase price, including closing costs, estimated at \$535,000.00.

Mayor Shewey asked Ms. Chism to comment on the lease that was currently against the property.

Ms. Chism stated that Family Dollar had a lease for the building on the property, with an option to extend the lease through 2032 in five-year increments. The City of Enid would assume the lease, and receive the rent payments on the lease, estimated at approximately \$40,000.00 per year.

Motion was made by Commissioner Ezzell to approve said agreement as presented.

Motion was seconded by Commissioner Waddell, and the vote was as follows:



AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

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Motion was made by Commissioner Ezzell and seconded by Commissioner Janzen to approve a resolution amending the 2016-2017 General Fund Budget by appropriating additional funds in the amount of \$50,000.00 to provide funding for tax increment finance counsel services with the Public Finance Law Group, LLC, with respect to a proposed project to modernize the Archer Daniels Midland Milling facility on 4th Street, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

(Copy Resolution)

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Brief discussion was held with respect to a resolution declaring the intent to consider approval of a project and creation of a Tax Increment District under the Local Development Act; directing preparation of a Project Plan; appointing a Review Committee; directing the Review Committee to make findings as to eligibility and financial impact, if any, on taxing jurisdictions within the District; directing the Review Committee to make a recommendation with respect to the proposed Project Plan; directing the Planning Commission to make a recommendation with respect to the proposed Project Plan; directing the Review Committee and the Planning Commission to make a recommendation with respect to termination of certain existing tax increment districts; and containing other provisions relating thereto.

Mr. Brent Kisling, Executive Director of the Enid Regional Development Alliance (ERDA), spoke regarding the project. He stated that ADM Milling was looking to make a sizable investment in Enid, and creation of the Tax Increment Finance (TIF) District was the first step in that process to encourage them to make an investment in the community versus other communities around the nation.

Mr. Nate Ellis from the Public Finance Law Group, LLC, stated that the resolution was the beginning of the a process to create the TIF District that would allow the City to capture a portion of incremental tax revenues generated by additional capital investment made, which in this case, was from a \$30-\$35 million proposed project of modernizing the ADM milling facility on 4th Street, utilizing tax increment financing as a project incentive. He stated that the resolution would authorize and create a Review Committee to review the Project Plan, and make a recommendation with respect to creation of the TIF District. Two public hearings would be held throughout the process, with an ordinance coming back to the Commission to formally create the TIF District and adopt the Project Plan.

Mr. Ellis also stated that in 2012, TIF District No. 5 was created for a proposed development of Oakwood Mall. He stated that the project languished for a number or years, and essentially went in a different direction than what was originally intended. As a result, it seemed appropriate to terminate that TIF District during this process as well.

Motion was made by Commissioner Ezzell to approve the resolution as presented.

Motion was seconded by Commissioner Janzen, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

(Copy Resolution)

\*\*\*\*\*

Motion was made by Commissioner Ezzell and seconded by Commissioner Pankonin to approve an Agreement for Tax Increment Finance Counsel Services with the Public Finance Law Group, LLC, with respect to a proposed project to modernize the Archer Daniels Midland Milling facility on 4th Street, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

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Motion was made by Commissioner Wilson and seconded by Commissioner Waddell to adopt an ordinance amending Chapter 17 in Title 11 of the Enid Municipal Code, 2014, entitled "Fences;" Section 11-7-2, entitled "Materials;" Section 11-17-4, entitled "Setbacks and View Restrictions;" Section 11-17-6, entitled "General Standards and Regulations;" and Section 11-17-7, entitled "Front Yard Fences," and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

**ORDINANCE NO. 2017-2**

**AN ORDINANCE AMENDING THE ENID MUNICIPAL CODE, 2014, TITLE 11, ENTITLED "ZONING," CHAPTER 17, ENTITLED "FENCES," SECTION 11-17-2, ENTITLED "MATERIALS," TO ALLOW METAL FENCE PANELS; AMENDING SECTION 11-17-4, ENTITLED "SETBACKS AND VIEW RESTRICTIONS," TO ALLOW FENCES FOUR (4) FEET IN HEIGHT OR LESS TO BE CONSTRUCTED ADJACENT TO THE RIGHT OF WAY; AMENDING SECTION 11-17-6, ENTITLED "GENERAL STANDARDS AND REGULATIONS," TO REQUIRE THE EDGES OF METAL FENCES TO BE CAPPED OR OTHERWISE PROTECTED; AMENDING SECTION 11-17-7, ENTITLED "FRONT YARD FENCES," TO REMOVE THE SEPARATION OF PICKETS REQUIREMENT; PROVIDING FOR REPEALER, SAVINGS CLAUSE, SEVERABILITY AND CODIFICATION.**

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Brief discussion was held with respect to a resolution appointing ENIDBWP, LLC as the developer of a downtown hotel; ratifying a Master Development Agreement between the Enid Economic Development Authority (EEDA) and ENIDBWP, LLC; and authorizing the Chairman of the EEDA to execute all documents necessary for the closing with ENIDBWP, LLC.

A timeline of events leading to the development of the proposed hotel was provided by Mr. Kisling. He stated that following denial of a Hilton Garden Inn application in November 2016, the City of Enid and ERDA began working with other flags to develop a downtown hotel, and was now presenting a Master Development Agreement with ENIDBWP, LLC, for a Best Western Glo hotel. He spoke with respect to Best Western's rebranding of their entire program, establishing three brands, one of which was their premier brand called Glo for mid-size markets, which fit Enid perfectly. He stated that Best Western

had approved the site next to the CNB Center, and noted that Enid would be the first in Oklahoma to have a Best Western Glo, and also the first in the contiguous states around Oklahoma.

Mr. Kisling provided a rendering of a proposed Best Western Glo, stating that none of the developer's hotels were finished with construction because it was that new. He assured commissioners that the hotel would have a brick façade, and would be a brand new look for the downtown area. He also commended Ms. Kelly Tompkins from Main Street Enid and Ms. Marcy Jarrett from Visit Enid for their involvement in the process to ensure that the hotel was something that would match the historic downtown.

Mr. Kisling spoke on project incentives, stating that they were the same as those with the Hilton Garden Inn. The land; a 40% room guarantee for five years; and the \$200,000.00 cost share on the parking lot.

Comments were also made by Ms. Chism who advised commissioners that the resolution would select ENIDBWP, LLC as the preferred developer of the downtown hotel. It would also allow the EEDA to incentivize ENIDBWP, LLC, as defined in the Master Development Agreement, ratify the agreement, allow EEDA to enter into the agreement, and authorize the Chairman of the EEDA to sign any and all documents necessary for the closing.

Motion was made by Commissioner Ezzell to approve the resolution as presented.

Motion was seconded by Commissioner Pankonin, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None

(Copy Resolution)

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Motion was made by Commissioner Janzen and seconded by Commissioner Waddell to approve a resolution authorizing the execution of a Right-of-Way, Public Utility and Encroachment Agreement in connection with Oklahoma Department of Transportation Project No. J2-4637(004), State Project No. J/P

24637(04)Construction, (05)R/W, and (06)Utilities, and City Project No. R-1607, for construction of a bridge and approaches on U.S. 60 over the Burlington Northern Santa Fe Railroad, approximately 0.9 mile north of U.S. 412 between Oak Avenue and Poplar Avenue, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None

(Copy Resolution)

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Motion was made by Commissioner Ezzell and seconded by Commissioner Wilson to approve staff recommendations on the following Consent Items as listed, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None

- (1) Acceptance of work in Project No. S-1407A, sanitary sewer improvements to serve Lots 6-9, Block 2, Hearthstone Farms Addition;
- (2) Acceptance of Permit from the Oklahoma Department of Environmental Quality for Project No. S-1709, Sanitary Sewer Line to serve Bobsfarm Development;
- (3) Acceptance of the following described Easement for Public Highway located in the S.W./4 of Section 6, Township 22 North, Range 5 West of the Indian Meridian, from Transportation Partners and Logistics, LLC, in conjunction with Project No. R-1701A, 66th Street Industrial Access Improvements:

(Copy Description)

- (4) Approval of Agreement with the Oklahoma Department of Transportation for the construction of Industrial Access Project No. SAP-224B(043), J/P No. 32677(04), 66th Street from U.S. 412, north one mile;
- (5) Approval of Change Order No. 1 with Contech, Inc. for A.I.P. Project No. 3-40-0028-027-2016, Construct Apron at Enid Woodring Regional Airport, which will adjust quantities as placed in the deduct amount of \$4,156.00, for a total revised contract amount of \$409,058.00; and acceptance of said project as completed by the contractor;
- (6) Award and execution of contracts for Mowing and Cleaning of Lots for Calendar Year 2017, with CLM Mowing, Alvarado's Quality Service, Gore Ground Workz, Custom Cutters, Ron Manning Mowing, Deal Lawn Care, and Big K Mowing, all of Enid, Oklahoma;

- (7) Award of purchase for two trucks for the Public Works Division, from Bob Hurley Ford, Oklahoma City, Oklahoma, in the amount of \$97,017.00 per Oklahoma State Purchasing Contract No. SW035;

and

- (8) Allowance of the following claims for payment as listed:

(List Claims)

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Mayor Shewey recessed the meeting to convene as the Enid Municipal Authority.

- TRUSTEES OF THE ENID MUNICIPAL AUTHORITY -

PRESENT: Trustees Janzen, Ezzell, Waddell, Wilson, Pankonin, Chairman Shewey, Trust Manager Jerald Gilbert, Trust Attorney Andrea Chism, and Secretary Linda Parks.

ABSENT: Trustee Brownlee.

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Motion was made by Trustee Wilson and seconded by Trustee Janzen to approve a resolution increasing the 2016-2017 Fiscal Financial Plan for the Enid Municipal Authority in the amount of \$40,709.00 to provide funding for two new entryway signs, and the vote was as follows:

AYE: Trustees Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

(Copy Resolution)

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Motion was made by Trustee Wilson and seconded by Trustee Ezzell to approve a resolution increasing the 2016-2017 Fiscal Financial Plan for the Enid Municipal Authority in the amount of \$535,000.00 to provide funding for the purchase of real property located at 116 West Owen K. Garriott Road, and the vote was as follows:

AYE: Trustees Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

(Copy Resolution)

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Motion was made by Trustee Ezzell and seconded by Trustee Waddell to allow the following claims for payment as listed, and the vote was as follows:

AYE: Trustees Janzen, Ezzell, Waddell, Wilson, Pankonin and Chairman Shewey.

NAY: None.

(List Claims)

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Chairman Shewey adjourned the meeting to convene as the Enid Economic Development Authority.

- TRUSTEES OF THE ENID ECONOMIC DEVELOPMENT AUTHORITY -

PRESENT: Trustees Janzen, Ezzell, Waddell, Wilson, Pankonin, Chairman Shewey, General Manager Jerald Gilbert, Trust Attorney Andrea Chism, and Secretary Linda Parks.

ABSENT: Trustee Brownlee.

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Discussion was held with respect to a Master Development Agreement with ENIDBWP, LLC to develop a downtown hotel.

Ms. Cheryl Denney from the firm of McAfee & Taft, spoke regarding the agreement, stating it was substantially like the term sheet approved in June 2016 for the Hilton Garden Inn. Differences noted were as follows: The hotel would no longer be a Hilton Garden Inn. It would be a Best Western Glo; The requirement for 100 rooms had been decreased to 90 at the request of the developer. As a result, the aggregate square footage of the hotel would decrease proportionately; and, the hotel was no longer

required to have a restaurant. However, there were discussions going on for other alternatives. She also stated that the incentive package, as was stated earlier, was exactly the same. The room occupancy guarantee; the land; and the assistance in building the parking lot.

Ms. Denney stated that the agreement had intentionally been drafted to protect the City. The property would not be transferred to the developer until he was shovel ready. There would be other ancillary documents such as the Room Occupancy Guarantee Agreement to be considered, and approval of preliminary plans and specifications by the Commission. It would be a process, but she hoped it would be a process that progressed quickly.

Ms. Denney was asked to explain the structure of the occupancy guarantee and the way it was calculated. She stated that the Room Occupancy Agreement provided for a five-year, 40% room occupancy guarantee, that would be agreed upon by all parties at a later date. She also stated that the term sheet went into a fairly detailed explanation of what the calculations and such were going to be, adding that the developer and his counsel had reviewed the term sheet and were in agreement on that. She went on to say that when the developer came to the table, he was more interested in a room rate guarantee, and was willing to give up a sales tax rebate incentive, as other developers had asked, to get the guarantee. From the City's perspective, she felt it was a good trade. The room rate guarantee was much less likely to require a payment from the City, and hopefully, if a payment was ever required, it would be captured in a claw back in later years.

Trustee Ezzell stated that he was encouraged by the development. He was also encouraged by a developer who knew Enid doing the deal, and using local banks.

Trustee Wilson commented that having a hotel next to the Event Center would significantly increase the City's convention business. She also stated that Enid needed this hotel. It was definitely an important piece to its downtown, and definitely an important piece to the Event Center package.

There being no further discussion, motion as made by Trustee Ezzell to approve the Master Development Agreement as presented.



Motion was seconded by Trustee Janzen, and the vote was as follows:

AYE: Trustees Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None

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Motion was made by Trustee Ezzell and seconded by Trustee Janzen to approve a resolution increasing the 2016-2017 Fiscal Financial Plan for the Enid Economic Development Authority in the amount of \$50,000.00 to provide funding for Tax Increment Finance Counsel Services with the Public Finance Law Group, LLC, with respect to a proposed project to modernize the Archer Daniels Midland Milling facility on 4th Street, and the vote was as follows:

AYE: Trustee Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

(Copy Resolution)

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Motion was made by Trustee Wilson and seconded by Trustee Waddell to allow the following claims for payment as listed, and the vote was as follows:

AYE: Trustees Janzen, Ezzell, Waddell, Wilson, Pankonin and Chairman Shewey.

NAY: None.

(List Claims)

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Chairman Shewey adjourned the meeting to convene as the Enid Public Transportation Authority.

- TRUSTEES OF THE ENID PUBLIC TRANSPORTATION AUTHORITY -

PRESENT: Trustees Janzen, Ezzell, Waddell, Wilson, Pankonin, Chairman Shewey, General Manager Jerald Gilbert, Trust Attorney Andrea Chism, and Secretary Linda Parks.

ABSENT: Trustee Brownlee.

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Motion was made by Trustee Wilson and seconded by Trustee Waddell to allow the following claims for payment as listed, and the vote was as follows:

AYE: Trustees Janzen, Ezzell, Waddell, Wilson, Pankonin and Chairman Shewey.

NAY: None.

(List Claims)

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Chairman Shewey adjourned the meeting to reconvene as the Enid City Commission.

- MAYOR AND BOARD OF COMMISSIONERS -

Ms. Diane Levesque, 1324 West Oak Avenue, addressed commissioners regarding public comment at Commission meetings, stating that it was the constitutional right of citizens to petition one's government, and Enid's way of honoring the U.S. Constitution. She welcomed the new commissioners, stating that the first thing they would have to tackle was the budget, and what they would have to cut due to the continuing downturn in sales tax collections, specifically things to promote Enid that clearly were not working. She stated that as far as Enid's role in the state economy, and the national economy, looking only to oil resources was singular. She also commented on the ADM TIF, reminding commissioners that agriculture was, and always had been, Oklahoma's backbone commodity, even before oil was struck.

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Motion was made by Commissioner Ezzell and seconded by Commissioner Janzen to convene into Executive Session pursuant to 25 O.S. §307(C)(10) to discuss matters pertaining to economic development, because an executive session is necessary to protect the confidentiality of the business, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Chairman Shewey.

NAY: None.

The meeting convened into Executive Session at 7:33 P.M.

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In Executive Session the Commission discussed matters pertaining to economic development.

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Motion was made by Commissioner Ezzell and seconded by Commissioner Janzen to reconvene into regular session, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Chairman Shewey.

NAY: None.

The meeting reconvened into regular session at 9:33 P.M.

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There being no further business to come before the Board at this time, motion was made by Commissioner Ezzell and seconded by Commissioner Janzen that the meeting adjourn, and the vote was as follows:

AYE: Commissioners Janzen, Ezzell, Waddell, Wilson, Pankonin and Mayor Shewey.

NAY: None.

The meeting adjourned at 9:33 P.M.

**City Commission Meeting**

5.3.

**Meeting Date:** 03/07/2017

**Submitted By:** Linda Parks, City Clerk

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**SUBJECT:**

**CONSIDER APPOINTMENTS TO THE METROPOLITAN AREA PLANNING COMMISSION, PARK BOARD, TREE BOARD AND ADA ACCESS BOARD.**

**BACKGROUND:**

The City Clerk has advertised for vacancies to the above boards and commissions. The following appointments are to be considered:

**METROPOLITAN AREA PLANNING COMMISSION** - Two (2) vacancies to be filled by residents of the city of Enid for a period of three (3) years or more immediately preceding their appointments. Mr. Cole Ream and Mr. John Arend are incumbents to this Commission and seek reappointment. Applications have also been received from Mr. David Mason and Mr. Mike Stuber. The successful applicants will serve on the Commission until March 1, 2020. Applications and ballot are attached for your consideration.

**PARK BOARD** - Two vacancies to be filled by interested citizens of the city of Enid. Ms. Melissa Szymanski and Ms. Mary McDonald are incumbents to this Board and seek reappointment. Applications have also been received from Ms. Gail Box, Mr. Jerry Galbreath, Mr. Mark Keefer, Ms. Tricia Mitchell and Ms. Sara Stuber. The successful applicants will serve on the Board until March 1, 2020. Applications and ballot are attached for your consideration.

**TREE BOARD** - Two (2) vacancies to be filled by interested citizens of the city of Enid. Mr. Kevin Boehm and Ms. Melissa Szymanski are incumbents to this Board. Ms. Szymanski seeks reappointment. Mr. Boehm does not. Applications have also been received from Mr. Jerry Galbreath and Ms. Sara Stuber. The successful applicants will serve on the Board until March 1, 2020. Applications and ballot are attached for your consideration.

**ADA ACCESS BOARD** - One (1) vacancy to be filled by a person with disabilities residing in Garfield County. Mr. Charles Tiessen is the incumbent, and only applicant to this Board. If reappointed, Mr. Tiessen will serve on the Board until April 7, 2020. A copy of Mr. Tiessen's application is attached for your consideration.

**RECOMMENDATION:**

Consider appointments.

**PRESENTER:**

Jerald Gilbert, City Manager

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**Attachments**

Board Applications

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**BOARDS AND COMMISSIONS  
MARCH 7, 2017**

**BALLOT  
METROPOLITAN AREA PLANNING COMMISSION**

---

**JOHN AREND**

**DAVID MASON**

**COLE REAM**

**MIKE STUBER**

**Vote for two (2) to fill vacancies.**

**CIRCLE & INITIAL**

Janzen

Brownlee

Ezzell

Waddell

Wilson

Pankonin

Mayor Shewey

**CITY OF ENID**

**ADVISORY COMMISSION APPLICATION FORM**

**NAME** John Arend

**HOME ADDRESS** 2009 Lantern Ln Enid, OK 73703

**MAILING ADDRESS** 2009 Lantern Ln Enid, OK 73703

**HOME PHONE** 580-701-2008      **BUSINESS PHONE** 580-233-2362

**COMMISSION WARD** 6

**ADVISORY COMMISSION PREFERENCE(S):**

MAPC

**RESIDENCE HISTORY:** 1700 Mosher Dr. Apt 232 Enid, OK 73703 (Sept 2010-May 2013)  
2009 Lantern Ln Enid, OK 73703 (May 2013-Present)

**EDUCATIONAL BACKGROUND:** BS Arch - University of Cincinnati 2008  
M Arch - University of Cincinnati 2010

**WORK HISTORY:** Co-op - Ruestchle Architects, Dayton, OH (2006),  
Co-op - City Architecture, Cleveland, OH (2007), Co-op - Elkus Manfredi Architects Boston, MA (2008-2009),  
Intern Architect - Corbin & Merz Architects, Enid, OK (2010-Present)

**CIVIC, COMMUNITY ACTIVITIES:** \_\_\_\_\_  
Main Street Enid Volunteer (2011-2012), Main Street Enid Vice President (2012-2013),  
Main Street Enid President (2013-2015), Main Street Enid Board Member (2015-Present)

**PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE:** \_\_\_\_\_  
Enid Public Transit Authority Board (2012-2015)

yes 5-17-16

**REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S):** \_\_\_\_\_

I'd like to offer my knowledge and experience in design, architecture, and planning to  
better our community's growth.

**REFERENCES:**

Kelly Tompkins 580-234-1052

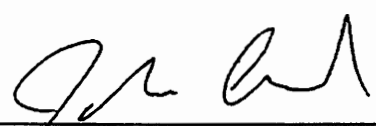
Lisa Powell 580-233-4232

Ken Corbin 580-233-2362

Chip McCoy 580-402-4235

**OTHER COMMENTS:** \_\_\_\_\_

**RESUME ATTACHED:** (YES) \_\_\_\_\_ (NO) X \_\_\_\_\_



\_\_\_\_\_  
**SIGNATURE**

03/02/2016  
**DATE**

Return application to: City Clerk  
401 W. Owen K. Garriott Road or: PO Box 1768  
Enid, OK 73701 Enid, OK 73702  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760

**CITY OF ENID**

**ADVISORY COMMISSION APPLICATION FORM**

**NAME** David Mason

**HOME ADDRESS** 2825 Kelly Road, Enid, OK 73703

**MAILING ADDRESS** Same

**HOME PHONE** 580-977-9324      **BUSINESS PHONE** 580-233-2000

**COMMISSION WARD** 6

**ADVISORY COMMISSION PREFERENCE(S):**

Metropolitan Area Planning Commission

**RESIDENCE HISTORY:** Moved to Enid 1/2/2007

**EDUCATIONAL BACKGROUND:** M.A. Education –Southwestern Oklahoma State University/  
Weatherford, OK    B.S. Secondary Education- University of Central Oklahoma/ Edmond, Ok

**WORK HISTORY:** Dillingham Insurance –Sales Manager 2012 – Present/  
Farmers Insurance Group, Agency Point Manager 2010 – 2012/ Farmers Insurance Group, District  
Manager 2007-2010/ Farmers Insurance Group, Agent 2003-2007

**CIVIC, COMMUNITY ACTIVITIES:** Rotary Club – President-Elect, Grand National Quail Club  
Executive BOD,    March of Dimes    CASA BOD

**PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE:** None



REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S): \_\_\_\_\_

Wanting to be more involved in my community

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REFERENCES:**

Bert Mackie

Reagan Allen

Shaun Cummings

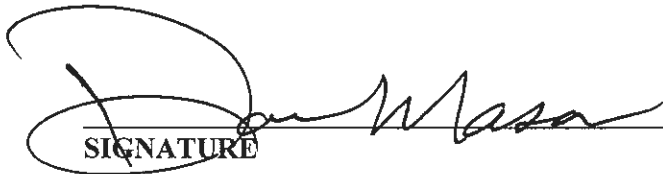
David Craig

**OTHER COMMENTS:** Before I was in the insurance business, I was in the construction business in Altus, OK, and taught Industrial Arts at Altus HS. During that time I built over 100 homes and

Commercial projects. I can read and interpret floor plans, elevation plans and site plan.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RESUME ATTACHED: (YES) Yes (NO) \_\_\_\_\_

  
SIGNATURE

2/17/2017  
DATE

Return application to:

City Clerk  
401 W. Owen K. Garriott Road  
Enid, OK 73701  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760

or:

PO Box 1768  
Enid, OK 73702

# DAVID MASON

2825 Kelly Road • Enid, Oklahoma 73703 • Phone: 580-977-9324 • E-Mail: dmason1893@gmail.com

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## Professional Summary

Accomplished Sales Manager with a broad-based background in a highly competitive and performance driven industry. Recognized as a strong leader and team builder with an exceptional ability to train, motivate, and manage people; as well as, to develop and sustain strong customer relationships.

## Education

**M.A. Education / Southwestern Oklahoma State University - Weatherford, OK**

**B.S. Secondary Education / University Central Oklahoma – Edmond, OK**

## Licenses

### Property and Casualty

### Life and Health

## Experience

### **Vice President Personal Insurance Division/Dillingham Insurance - Enid, OK      April 2012 - Current**

- Developed a servicing protocol for all “VIP” and other clients to include all points of contact with clients, coverage reviews, communications, and policy presentation and delivery.
- Create a concierge level of service for all high net worth clients.
- Responsible for all aspects of managing the personal insurance division to include developing measurable goals and standards by which staff can be held accountable and rewarded.
- Developed and administered the company catastrophic action plan, maintained after hours (24/7) contact information for all carrier key personnel, as well as methods for helping clients to stay in contact with us following a catastrophe.
- Initiated and launched a revenue growth plan to review existing client relationships in targeted growth areas. This resulted in a 67% gross commission increase in just two years.

### **Agency Point Manager, Farmers Insurance Group/Pittsburgh, PA      November 2010 - January 2012**

- Directed all Performance Managers, Agency Trainers, Personal Lines Growth Consultants, Life Specialists, and Commercial Wholesalers.
- Responsible for sales distribution and service to achieve and sustain profitable growth.
- Worked to retain existing business, provide quality, and to increase market share and product mix.
- Managed and Coordinated all agents and sales.
- Developed sales plans to initiate profit improvement strategies.
- Worked with core management to recruit all agents and support staff for new FEMO (Farmers Eastern Marketing Operation) site.
- Helped develop and refine training materials and supervised all classes.
- Conducted all final agent interviews and determined which candidates entered FEMO Agent Training Program.

**District Manager, Farmers Insurance Group/Enid, OK**

**November 2007 - November 2010**

- Supervised, trained, and motivated all Farmers Insurance agents in Northwest Oklahoma.
- Recruited, trained, and supported all new Farmers agents.
- Trained agents to sale security products, including; mutual funds, variable/fixed annuities, and variable life products.
- Presided over monthly district meetings to keep agents updated on individual and district production, as well as all new Farmers initiatives and product roll-outs.
- Developed monthly and quarterly promotional contests to increase agent production and to create a more competitive work environment.
- Provided training seminars for agents' customer service staff.
- Coordinated all district fund raising for the March of Dimes and developed all district fund raising events

**Agent, Farmers Insurance Group/Altus, OK**

**October 2003 - December 2007**

- Started Farmers Insurance Agency that became one of the fastest growing in Oklahoma (38 months grew to approximately 1,500 Policies).
- Developed outside book of business of small commercial clients that generated approximately \$50,000 gross written premium annually.
- Helped develop and refine M.I.L.K. (Managing Information on Lost Kids Program) that is now taught at the University Farmers to all new agents

**Owner, David Mason Construction**

**May 1993 – October 2003**

- Owned and operated small construction company that focused on both residential and commercial structures, including; homes, museums, schools, and movie theaters.

**School Teacher, Oklahoma Public Schools**

**August 1982 – May 1993**

- Taught Industrial Arts, Architecture, Drafting, American History, American Government, Sociology, and Psychology.

**Accomplishments**

- 2010 March of Dimes Platinum Hero Award
- 2010 Rotary Club Fellow
- 2006 wrote largest group life insurance policy ever in Farmers Insurance Group and Kemper Insurance Company.
- Ranked 3<sup>rd</sup> out of 521 Farmers Agents for life production in Oklahoma.
- 2004 Blue Vase winner for Farmers life production (first in Oklahoma).
- 2004 Silver Star winner for Farmers Securities production.
- 2004 Farmers Toppers Achievement Club.
- 2004 Farmers Championship Achievement Club.
- 1992 nominated to Who's Who Among American Teachers.

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME Cole J. Ream

HOME ADDRESS 1431 Quanah Dr. - Enid, OK 73703

MAILING ADDRESS Same as above.

HOME PHONE 580-242-8401 BUSINESS PHONE 580-234-7200

COMMISSION WARD 2 Cell 484-84101

ADVISORY COMMISSION PREFERENCE(S):  
Metropolitan Area Planning Commission

RESIDENCE HISTORY: 1431 Quanah Dr. - Enid, OK: 3-02 to Present

EDUCATIONAL BACKGROUND: 2 Years, Phillips University (8-93 to 5-95)  
Career education related to real estate (1995 to present; ongoing education)

WORK HISTORY: Owner, CJR Auto Wholesale: 6-99 to 12-07  
Co-Owner, Ream Auto Sales: 1-08 to Present.  
Realtor, Nicholas Real Estate: 6-02 to Present (joined commercial dept. in 2-07)

CIVIC, COMMUNITY ACTIVITIES: Volunteer at my Church. Horn of Plenty food drive.

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE: None.

2-17-09 2:23 PM

DATE

LP-14

1-11-10 YES  
2-26-10 YES  
2-15-11 YES  
2-17-14 YES

**REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S):** As a young man, I decided to make Enid my life long home. I have a career and own a business here. I desire to be a proactive part of the solution process in maintaining the integrity of our City, helping make positive steps to keep Enid great for years to come, as our current City Council and Staff desires to do.

**REFERENCES:**

Russ Smith, MAPC member 234-7368


James Crabbs, Councilman 402-1849

Loyd Kaufman, Councilman 402-4718

Buddy Nicholas, Realtor 977-9805

**OTHER COMMENTS:** Having worked with the City of Enid staff and the MAPC, I understand that it is important to encourage pro business and community activity while maintaining the integrity of standards and guidelines. The MAPC ensures that specific solutions provide quality community enhancements within the City of Enid's perimeters.

**RESUME ATTACHED:** (YES) \_\_\_\_\_ (NO) X \_\_\_\_\_



\_\_\_\_\_  
SIGNATURE

02/10/09  
DATE

Return application to:

City Clerk  
401 W. Owen K. Garriott Road  
Enid, OK 73701  
FAX: 580-242-7760

or: PO Box 1768  
Enid, OK 73702

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME Mike Stuber  
HOME ADDRESS 1914 Country Club Dr. ENID, OK 73703  
MAILING ADDRESS \_\_\_\_\_  
HOME PHONE (580)542-1070 BUSINESS PHONE (580)242-1100  
COMMISSION WARD 6

ADVISORY COMMISSION PREFERENCE(S):

MAPC  
\_\_\_\_\_  
\_\_\_\_\_

RESIDENCE HISTORY: I've lived in Enid for 20 years and  
Consider it my hometown. I have a passion to see  
Enid grow and prosper wisely.

EDUCATIONAL BACKGROUND: Edmond Memorial H.S. - 1988  
Oklahoma State University Fall 1988-1992 Majors-Education  
and History

WORK HISTORY: The business I owned brought me to Enid.  
I operated that until 2007 and have worked for locally  
owned businesses since.

CIVIC, COMMUNITY ACTIVITIES: former City Commissioner (ward 2),  
former member ERDA, EPTA, ENID PARK Board, Hall of Fame Board,  
Garfield County 911 Board, 3 TIF Committees, ENID Neon Ambules,  
Enid Rotary Club, Co-founder Tour de Trykes, member NAIFA-NWOK

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE: ERDA -  
2012-2014 / ENID PARK Board - 3yr term in early 2000's, 2011-2013 /  
EPTA, 2012-2014 / Garfield County 911 Board 2011-2014 / Hall of  
Fame Board-2011-2014 / Northstar, Oakwood mall & Koch TIF Committees.

REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S): I have a  
passion for serving and for Enid, Oklahoma. I enjoy being  
involved and believe I bring a great deal of energy and  
insight to an advisory board.

REFERENCES:

John Westrope  
Eric Benson

Bert Mackie  
David Burrows

OTHER COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RESUME ATTACHED: (YES) \_\_\_\_\_ (NO) K

[Handwritten Signature]  
SIGNATURE

2/27/17  
DATE

Return application to: City Clerk  
401 W. Owen K. Garriott Road or PO Box 1768  
Enid, OK 73701 Enid, OK 73702  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760

**BOARDS AND COMMISSIONS  
MARCH 7, 2017**

**BALLOT  
PARK BOARD**

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|                          |                          |                        |                          |
|--------------------------|--------------------------|------------------------|--------------------------|
| <b>GAIL BOX</b>          | <input type="checkbox"/> | <b>JERRY GALBREATH</b> | <input type="checkbox"/> |
| <b>MARK KEEFER</b>       | <input type="checkbox"/> | <b>MARY McDONALD</b>   | <input type="checkbox"/> |
| <b>TRICIA MITCHELL</b>   | <input type="checkbox"/> | <b>SARA STUBER</b>     | <input type="checkbox"/> |
| <b>MELISSA SZYMANSKI</b> | <input type="checkbox"/> |                        |                          |

**Vote for two (2) to fill vacancies.**

**CIRCLE & INITIAL**

Janzen  
Brownlee  
Ezzell  
Waddell  
Wilson  
Pankonin  
Mayor Shewey



402 3-1-17  
yes 3-2-17

**CITY OF ENID**

**ADVISORY COMMISSION APPLICATION FORM**

**NAME** Gail Box

**HOME ADDRESS** 823 N. Oakwood Rd., Enid, OK 73703

**MAILING ADDRESS** Same

**HOME PHONE** \_\_\_\_\_ **BUSINESS PHONE** \_\_\_\_\_

**COMMISSION WARD** 5

**ADVISORY COMMISSION PREFERENCE(S):**

Park Board

**RESIDENCE HISTORY:** A resident of Enid since 1984.

**EDUCATIONAL BACKGROUND:** BS Ed in Education  
MS Ed in Guidance and Counseling

**WORK HISTORY:** Guidance counselor and teacher in the Enid Public Schools from 1985  
until retirement in 2013.

**CIVIC, COMMUNITY ACTIVITIES:** Junior Welfare League, YWCA Volunteer, Sunday  
School Teacher, Youth coaching volunteer, Parenting Class Instructor

**PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE:** \_\_\_\_\_  
I have never served on a City of Enid Advisory Board, but I look forward to the opportunity.

**REASONS FOR WANTING TO SERVE ON THE ABOVE COMMISSION(S):** The City has done an excellent job developing our parks and trails. I use them regularly and they truly contribute to the quality of life in our community. The trail system is phenomenal. Serving on the Park Board and continuing to help promote and develop our parks would be very rewarding.

**REFERENCES:**

Commissioner Terri White, ODMHAS  
Jim Beierschmitt, Principal EHS

Wade Burlison, Pastor  
Joan Riley, City of Enid

**OTHER COMMENTS:** In May of 2014, the Austin Box "12" Foundation helped organize the Picnic for Progress at Champion Park. Over 300 people came to enjoy this event. It was exciting and rewarding to see residents enjoying the park.

**RESUME ATTACHED:** (YES)  X       (NO)

\_\_\_\_\_  
**SIGNATURE**

3-1-16  
\_\_\_\_\_  
**DATE**

**Return application to:**

City Clerk  
401 W. Owen K. Garriott Road  
Enid, OK 73701  
lparks@enid.org  
FAX: 580-242-7760

or: PO Box 1768  
Enid, OK 73702

## GAIL BOX

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823 North Oakwood Road, Enid, OK 73703 • Home (580) 242-7947 • Cell (580) 548-6383 • [gbox2@suddenlink.net](mailto:gbox2@suddenlink.net)

---

### Professional Summary

After retiring from education in 2013, I co-founded the Austin Box “12” Foundation. The Foundation was established in memory of my son Austin Box. The purpose of the Foundation is prevention and education regarding prescription drug abuse. I travel around the state speaking to young people and community groups regarding the dangers of prescription drug abuse.

### Skills

- Strong collaborator
- Experience with instructional design
- Experience with special-needs students
- Teaching / tutoring
- ESL – English as Second Language
- Positive learning environment
- Interpersonal skills
- Outstanding social skills
- Creative imagination stimulation
- Audio-visual aid implementation
- Student motivation
- Computer proficient

### Work History

**Teacher**, 08/1978 to 05/1980

**Helena/Goltry Public School** – Helena, OK

7<sup>th</sup> and 8<sup>th</sup> Grade English

High School Speech

**Teacher**, 08/1980 to 12/1984

**Sand Springs Public Schools** – Sand Springs, OK

Grade 7 English

Grade 8 English

Grade 11 English

Co-Authored Gifted and Talented Program

**Teacher and Guidance Counselor**, 01/1985 to 05/2013

**Enid Public Schools** – Enid, OK

Elementary Grades 3 & 6

English Grades 7 and 8

High School Guidance Counselor

### Education

**Bachelor of Science: Education**, 1978

**Northwestern Oklahoma State University** – Alva, OK

**Master of Education: Guidance and Counseling, 1995**  
**Northwestern Oklahoma State University – Alva, OK**

**Additional Information**

I have been involved in various community organizations; among them Junior Welfare League, coaching youth softball, organizing the Picnic for Progress, teaching Sunday School, and community volunteer. Currently, I serve on the Oklahoma Prescription Drug Overdose Committee and am a board member for Prevention Workz.

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME JERRY RAY GALBREATH  
 HOME ADDRESS 1510 CHEYENNE DRIVE ENID, OK 73703-7807  
 MAILING ADDRESS ABOVE  
 HOME PHONE (580) 234-7252 BUSINESS PHONE SAME  
 COMMISSION WARD #2

ADVISORY COMMISSION PREFERENCE(S):

TREE BOARD  
PARK BOARD

RESIDENCE HISTORY: AT CHEYENNE DRIVE RESIDENCE SINCE 2002

EDUCATIONAL BACKGROUND: PHILLIPS UNIVERSITY 1962 A.B.  
CHRISTIAN THEOLOGICAL SEMINARY 1972 M. DIV.  
POST-GRADUATE WORK

WORK HISTORY: CHRISTIAN CHURCH PASTOR SINCE 1968  
UNIVERSITY PLACE CHRISTIAN CHURCH-ENID 1998-2011  
RETIRED

CIVIC, COMMUNITY ACTIVITIES: CDSA BOARD, MARTIN LUTHER KING JR.  
HOLIDAY COMMISSION, ENID PUBLIC TRANSIT AUTHORITY, LEADERSHIP  
GREATER ENID CLASS XX (2011), LOAVES AND FISHES VOLUNTEER,  
WHEATHEART MOBILE MEALS VOLUNTEER, ENID POLICE ACADEMY 2015

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE:

ENID PUBLIC TRANSIT AUTHORITY 2010-2015 DISSOLUTION, 2013-2015 AS  
CHAIRMAN  
CHAIRMAN OF MLK HOLIDAY COMMISSION - 4 YEARS

Ym 3-1-17  
YCS 3-2-17

REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S): I WANT TO INCREASE  
THE USE OF AND PLANTING AND CARE OF TREES THROUGHOUT THE CITY OF  
ENID

REFERENCES:

JERALD GILBERT

ERIC BENSON

OTHER COMMENTS: IN "PRACTICING WHAT I PREACH," I HAVE PLANTED  
SIXTEEN (16) TREES AT FOUR (4) LOCATIONS, 15 OF WHICH ARE  
THRIVING OVER THE PAST DECADE.

SIERRA CLUB MEMBERSHIP SINCE 1990

ARBOR DAY FOUNDATION MEMBER SINCE 1990

RESUME ATTACHED: (YES) \_\_\_\_\_ (NO) X

  
SIGNATURE

March 4, 2016  
DATE

Return application to:

City Clerk

401 W. Owen K. Garriott Road

Enid, OK 73701

[lparks@enid.org](mailto:lparks@enid.org)

FAX: 580-242-7760

or:

PO Box 1768

Enid, OK 73702

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME Mark Keefer

HOME ADDRESS 2913 West Pine Ave

MAILING ADDRESS 2913 West Pine Ave

HOME PHONE (580) 747-2860 BUSINESS PHONE n/a

COMMISSION WARD 5

ADVISORY COMMISSION PREFERENCE(S):

Parks Board Aviation Advisory Board  
Vance Development Authority

RESIDENCE HISTORY: Lived in Enid close to 40 years

Current residence 7.5 years

Previous residence 7.5 years (1830 Pawnee, Enid, OK)

EDUCATIONAL BACKGROUND: Northern Oklahoma College, A.A. Social Science  
4.00 GPA; 2009 Honors Graduate; 2008-2009 Outstanding Scholar Graduate

WORK HISTORY: Current: n/a (disabled)

Lowe's Home Improvement, Zone Manager

The Alternative, Owner

CIVIC, COMMUNITY ACTIVITIES: \_\_\_\_\_

Route 60 Sentinel, 7 years. Community website devoted to disseminate news and  
information.

Assist with Youth Baseball Team as I can (sons team)

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE: \_\_\_\_\_

Special Sales Tax (1 term), Parks Board (1 term), Enid Television Board (1 term)

Vance Development Authority (currently in 1st term),

Aviation Board (currently in second term)

**REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S):** \_\_\_\_\_

I have, as we all should, a desire to give back to my community in whatever way I can.  
Community advisory boards are a great way for the City and the commission  
to get an idea of what the pulse of the community is and its a great way for a citizen  
to stay involved and keep up to date on his or her government.

**REFERENCES:**

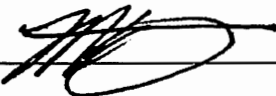
Dan Ohnesorge (580-234-5476)  
Jake Henderson (580-231-1540)

Tammy Wilson (580-402-6732)  
Matthew Davis (580-977-9452)

**OTHER COMMENTS:** \_\_\_\_\_

I look forward to continuing to serve my community in the years to come.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RESUME ATTACHED:** (YES) X (NO) \_\_\_\_\_

**SIGNATURE** 

**DATE** 2-21-17

Return application to: City Clerk  
401 W. Owen K. Garriott Road or: PO Box 1768  
Enid, OK 73701 Enid, OK 73702  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760



# **MARK KEEFER**

## **EDUCATION:**

AA, Social Science,  
Northern Oklahoma College  
Selected Outstanding Scholar 2009  
GPA 4.00

## **EXPERIENCE:**

### **1996-2001, Lowe's Home Improvement**

**1996-1997 Shipping & Vendor Liaison**

**1997-1998 Receiving Manager**

**1998-2000 Zone Manager**

Managed multiple departments including receiving, shipping, store delivery including driver supervision, head of vendor liaisons, maintained accuracy and supply flow of \$30+ million of inventory, was a key carrying member of management, and was daily responsible for about 30+ employees who reported directly to him. Annual inventory numbers were amongst the best in the store's history at the time and he was personally recognized by regional loss prevention for having the least amount of mishandled merchandise in the region.

### **1999-2000, The Alternative**

**Owner**

The Alternative was a sports card and sports memorabilia store that was owned and operated in Enid, Oklahoma. Duties included all facets of running a successful business. In late 2000, the store was shut down despite having moderate success to pursue a position with Floyd Keefer & Associates

### **1994-1996, Service Merchandise Inc.**

**1994-1995 Warehouse Attendant**

**1995-1996 Head Warehouse Receiver/Assistant Warehouse Manager**

Immediately upon graduation from high school, was offered this critical position in the business. Key duties were inventory control and accurate and efficient accounting of all shipping and receiving. In addition, as assistant warehouse manager, Mark was routinely in charge of about 6 employees

402 3-1-17

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME Mary F. McDonald

HOME ADDRESS 919 Canary Lane Enid Ok 73703

MAILING ADDRESS Same

HOME PHONE 580-747-1839 BUSINESS PHONE \_\_\_\_\_

COMMISSION WARD \_\_\_\_\_

ADVISORY COMMISSION PREFERENCE(S):

Park Board

RESIDENCE HISTORY: attended Phillips University - 1966-1970 - lived in Enid 1971 - present lived at current address since 1987

EDUCATIONAL BACKGROUND: MA English - Univ Central Ok  
see resumé - attached

WORK HISTORY: current - part time Cherokee Strip Regional Heritage Center  
recently retired English literature instructor Enid High School  
see resumé

CIVIC, COMMUNITY ACTIVITIES:

volunteer + director for Gaslight Theatre      volunteer Toys for Tots  
co-founder Shakespeare in the Park (+ director)      St. Matt's - Madison Street -  
docent + tour guide Heritage Center      English Channel - discussion  
past member of Friends of Government Springs -      Coordinator

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE:

None

REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S): I was able to attend a Parks Board meeting last spring (2013) and was impressed by the variety of issues that the Board dealt with at that time - playground equipment, etc. I feel strongly that the parks - having beautiful, accessible parks, greatly promotes Enid Tourism!

I avidly use the trail system & feel that well kept parks + trail system promote the physical, social, + psychological well being of Enid's citizens - I want to help continue to make that available

REFERENCES:

Andi Holland, Dir. Cherokee Strip Reg. Hort. Center 237-1907  
Cheri Ezzell, Dir. CDSA 242-2613      Molly Helm

OTHER COMMENTS: I am just now beginning to volunteer - why? I've spent 40 years in a classroom ~~with~~ as a high school teacher. - A great experience - but that schedule left me with no flexible day time hours for lunches or board meetings. I taught Advanced Placement English for 22 of those 40 years - evenings of student essays. I am just now having time to give - and I want to give that time.

RESUME ATTACHED: (YES)  (NO)

Mary J. McInerney  
SIGNATURE

2-20-14  
DATE

Return application to: City Clerk  
401 W. Owen K. Garriott Road      or: PO Box 1768  
Enid, OK 73701      Enid, OK 73702  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760

**Mary F. McDonald**  
**919 Canary Lane Enid, OK 73703**  
**580-747-1839 drabeht@gmail.com**

***Educational Background***

M.A. in English, University of Central Oklahoma, 2003

B.A. in English, Phillips University, Enid, OK, 1970

Other Colleges attended: University of Texas at Arlington; Barnard College, NY; Columbia University, NY;  
University of Oklahoma; Oklahoma State University

***Additional Education and Teacher Training***

AdvancED (public - private school accreditation) Quality Assessment Review training, 2008, 2009, 2010

Process Writing Seminar, Northwestern Oklahoma University, Enid campus, June 2008

All Kinds of Minds, Schools Attuned Training, 2007

Building Success Program (Pre-AP Interdisciplinary Strategies) Consultant Training – College Board, 2000

Nationally Certified College Board Consultant, 1999 – present

National Training update, April 2008

Pre-AP Strategies in English: Composition training, 2009

Consultant Training by Southwest Region College Board, 1998

Oklahoma Advanced Placement English Conferences, (training through College Board), 1997-1999

“Teaching Advanced Placement English,” Dallas, TX, 1991, 1993

Writing to Learn: Writing Across the Curriculum Training, 1991

Oklahoma Fall Arts Institute (training with professional artists in speech, theater, Shakespeare) 1989, 1990,  
1991, 1992, 1996, 1997, 2003

NEH National Institute on Teaching Shakespeare (directed by Kevin Coleman of Shakespeare & Company,  
Lenox, MA) – participant, summer 1994; Associate Teacher, summer 1995

OSU Filmathon (institutes dealing with American film and its impact on society) 1982, 1983

Oklahoma Writing Project, 1979

***Teaching Experience***

Cherokee Strip Regional Heritage Center, Special Programs Educator, 2013- present

Enid High School 1975-1976; 1980 - 2013. Courses taught: Advanced Placement English Literature and  
Composition, Founding teacher 1991 - 2013; Plays of Shakespeare (semester honors course), 1983 –  
2011 (course discontinued); English literature, World Literature, Junior Composition, Sophomore  
Composition, Media / Video Productions, Advanced English Literature (honors English 4)

Garber High School 1976-1980, English II, English IV, journalism

Waukomis High School 1972-1975, English II, English III, English IV, journalism, yearbook, speech

Enid Summer Arts Program – Video Productions class, 1992

***Professional Memberships***

College English Association, 2012, 2013

National Council Teachers of English, 1982 - present

National Education Association, 1972 - present

Oklahoma Retired Educators Association, 2013 -

Oklahoma Education Association, 1972 - 2013

Enid Education Association, 1981 - 2013

Garfield County Education Association, 1972-1980

Delta Kappa Gamma, Honor Society for Women Educators, 1983-2001, 2006- present

**Mary F. McDonald**

**drabeht@gmail.com**

***Professional Services***

***National, Southwest Region, Oklahoma***

Advanced Placement English Literature Development Committee member, 2008-2012

AP English Literature and Composition exam reader, 1995 - present

Table leader, 2001 - present

Assistant Chief Reader, 2011

Assistant Question Leader—Prose, 2006, 2007 and Open 2009, 2010, 2012

Sample Selection, 2007, 2010, 2011

Scored all three exam questions

SAT II Writing Test reader, 2001-2004

U.S. Department of Education Grant Review panel for AP Incentive Program, 2003

Oklahoma State Department of Education AP Grant Committee, 2001

AdvancED Quality Review Team chair, 2010

Nationally Certified Advanced Placement Consultant for College Board

One-Day Conferences, Two-Day Conferences, and Five-Day Summer Institutes for AP English literature, and pre-AP high school teachers in Texas, Oklahoma, Arkansas, New Mexico, Kansas, Colorado, and Louisiana, Massachusetts, 1998 –present

AP Annual Conference co-presentation “Linking Tone to Meaning,” July 2008

AP Annual Conference presentations “Wordplay: Using Dramatic Techniques to Uncover Imagery, Syntax and Tone” and “So What? Enticing Students to Question, Think and Write” July 2009

AP Annual Conference presentation “Easy on the Plot: Strategies toward Effective Writing” and co-presentation “Results from the 2010 AP Literature and Composition Exam Administration” 2010

NCTE National Convention co-presentation “Questioning the Text-Questioning Ourselves” November 2009

CEA (College English Association) spring conference co-presentation “How the Advanced English Literature and Composition Course Prepares Students for the College Classroom” 2013

***Enid Public Schools***

AdvancED Accreditation Enid District-wide Committee, 2007-2012

AdvancED / North Central Accreditation Enid High School Steering Committee member, 2003 - 2012 chair, 2007-2012

Writing Across the Curriculum Focus Subcommittee Co-Chair, 2004 - 2006

North Central Accreditation Communication Skills Committee, 1998-2003

Staging Shakespeare: from Swords to Sonnets (Shakespeare text and combat workshop for students and teachers grades 5-12, with artists from Shakespeare & Company, Lenox MA) Coordinator, 2007-2008

Battling with the Bard (Shakespeare and Stage Combat workshop with Shakespeare & Company artists) Coordinator, 1997

Enid Shakespeare Experience (featuring Folger Library educators) Coordinator, 1993

English Vertical Team workshop leader, 1998 – 2013

Professional Development presentations, 1994 – 2013

(Writing, Poetry, Student-Centered Discussions, Shakespeare presentations, etc.)

Student Activities Task Force, 1997-1998

Enid High School Faculty Advisory Committee, 1992-1995

ACT and PSAT Review Course teacher, 1992-1995, 2001-2003

Enid Public Schools Professional Development committee member, 1990-1993

Chair, 1991-1993, 2009-2010

High School liaison with PegaSYS (community access television station), 1990-1993

Curriculum writer for Gifted/Talented English courses, 1983, 1984

**Mary F. McDonald**

drabeht@gmail.com

Senior class sponsor and chair, 1989 - 2009  
 Assistant contest speech/ drama coach, 1997-2000  
 Director *The Taming of the Shrew*, 2005

***Honors, Special Assignments, Publications***

Oklahoma State Teacher of the Year Finalist, 2007  
 Enid Public Schools Teacher of the Year, 2006  
 Enid High School Teacher of the Year, 2005-2006  
 Enid Public Schools Teacher of the Year, 2000  
 Enid High School Teacher of the Year, 1999-2000  
 Annual Celebration of Teaching Panelist, Oklahoma State University, 2007  
 Nominee for Southwest Region Office Advanced Placement Special Recognition Award, 1999  
 Who's Who in American Education, 1993, 1994, 1995, 1997, 2003, 2005, 2006, 2007, 2008  
 Who's Who Among America's Teachers, 1994-95, 1997, 1998, 1999 2002, 2005, 2006, 2007  
 Who's Who of American Women, 1995, 1996, 2005, 2008, 2010-2011  
 Who's Who in America, 2007  
 State Department of Education Advanced Placement grant recipient, 1994, 2005  
 Enid Public School Foundation Grant recipient, 1990, 1993, 2003, 2005, 2006, 2007, 2011

“Writing about Shakespeare’s Language” Lesson 3, College Board’s *Developing Analytical Skills through Poetry*, Curriculum Module 2012-2014

“Using Shakespeare's Language to Find Our Own Voice,” published for National Institute on Teaching Shakespeare, 1995

“Encountering Shakespeare's Text through Adolescent Issues,” published for National Institute on Teaching Shakespeare, 1994

***Community Service***

Gaslight Community Theatre, 1973 - present

(actor, director, etc.; Board of Directors, 1987-2000; 2005 - present; President, 1993-1995)

Enid Beautiful Inc. Board member, 2006-2010

Coffeehouse Poetry (city-wide Celebration of National Poetry Month) Coordinator 2005, 2006, 2007, 2010, 2013, 2014

Co-Founder and Director of Gaslight Theatre's Shakespeare in the Park, 1995 - present

Shakespeare in the Park 20 Year Celebration, Coordinator, June 2014

Founding sponsor and director of Gaslight Teens, 1983-1985

Founder and Director of Teens Need Teens Drama Troupe (Improvisational Theater), 1989-1999

Docent Volunteer for the Cherokee Strip Regional Heritage Center, 2012 - present

Toys for Tots volunteer, 2013

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME Tricia Mitchell

HOME ADDRESS 414 Dogwood Lane, Enid, OK 73703

MAILING ADDRESS Same

HOME PHONE N/A BUSINESS PHONE 580-237-7890

COMMISSION WARD \_\_\_\_\_

ADVISORY COMMISSION PREFERENCE(S):

Park Board

RESIDENCE HISTORY: I have lived in Enid since 2001. My mom & dad both graduated from Enid High. My husband's family is from the area.

EDUCATIONAL BACKGROUND: Graduated high school from Moore, Bachelors of Business from NWDSU

WORK HISTORY: YWCA Women's Services Director 2001-2010  
4RKids Executive Director 2010-present

CIVIC, COMMUNITY ACTIVITIES: 4RKids, LGE Class 2013, 2015 Honorary Base Commander at Vance, ex-officio member of Miracle League Board, past board member of Sandbox Learning Center

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE:

Sandbox Learning Center - 3yrs Miracle League Board - 6yrs  
OCAOVSA Advisory Member - 7yrs  
Attorney General's Advisory Council - 3yrs

4/1 3-1-17

**REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S):** I love parks!  
My involvement with Miracle League and ABC Park has  
brought an awareness of the importance of parks.  
I love the updates that have recently been completed  
at area parks.

**REFERENCES:**  
Barbara Whinery, md 580-541-8714  
Connie Sturgeon-Hart 580-484-1324

**OTHER COMMENTS:** I would love the chance to serve on the  
Park Board and serve my community. I love Enid!

**RESUME ATTACHED:** (YES)  (NO)

Shina Mitchell  
**SIGNATURE**

3-2-14  
**DATE**

Return application to: City Clerk  
401 W. Owen K. Garriott Road or: PO Box 1768  
Enid, OK 73701 Enid, OK 73702  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760



**PATRICIA (TRICIA) MITCHELL**

**414 Dogwood Lane  
Enid, OK 73703  
(580) 237-0727 - home  
(405) 550-6312 - cell**

**enidmitchellfamily@sbcglobal.net**

**EXPERIENCE:**

**Executive Director** 10/10 – Present  
**4RKids Foundation** 710 Overland Trail, Enid, OK 73703  
**Supervisor: 4RKids Foundation Board of Directors - Connie Sturgeon-Hart, President**

Responsible for overall operation of the foundation. Duties include supervising, scheduling, training, hiring and evaluation of 8 staff members and 22 special wage employees; maintaining the facility and grounds; writing and administering private, state, and federal grant funds (including responsibility for all reporting requirements); administering two contracts through the State of Oklahoma for providing services to individuals with disabilities; updating and maintaining policy and procedure manual and all governing requirements for operation; managing 2<sup>nd</sup> Story Gift and Book Store, including inventory, store layout, employees, and marketing; assisting in the management of Putt Putt miniature golf, including inventory, operations, employees and marketing. Responsible for coordinating with CPA on financial aspects of the foundation operations.

**Women's Services Director** 10/06 to 8/2010  
**YWCA Enid** 525 S. Quincy, Enid, OK 73701  
**Supervisor: Nancy Humphrey, Executive Director**

Responsible for overall operations of the crisis center. Duties included supervising, scheduling, training, hiring and evaluation of 12 staff members consisting of Advocates and Counselors; maintaining the crisis center shelter; writing and administering private, state, and federal grant funds (including responsibility for all reporting requirements); entering billing information for Oklahoma Attorney General system; development and administration of policies and procedures; maintaining standards for certification; statistical monitoring and reporting; representative on various task forces and committees; budget development and administration. Responsible for writing and administering grants; received \$373,433 between 2009 and 2010. Served as the Chair of the Oklahoma Coalition Against Domestic Violence and Sexual Assault Steering Committee, representative on the Oklahoma Attorney General's Advisory Council on Domestic Violence and Sexual Assault, Chair of the Garfield County Coordinated Community Response Team, representative to the Garfield County Domestic Violence Task Force, Executive Committee member of the North Central Oklahoma Continuum of Care, representative to the Enid Metro Health Planning Commission Health Committee, and Peer Reviewer for the Oklahoma Office of Attorney General.

**Court Advocate** 12/01 to 10/06  
**YWCA Enid** 525 Quincy, Enid, OK 73701  
**Supervisor: Suzi Powell, Women's Services Director**

Responsible for assisting domestic violence victims at the Garfield and Kingfisher County Courthouses and victims that enter the YWCA with preparing petitions and filing for protective orders. Assisted over 1500 victims with protective orders and court assistance during the five-year period in the

position. Provided information, advocacy and safety planning as needed for victims at county courthouses and for victims in the Crisis Center. Coordinated services with appropriate judges, District Attorneys and courthouse personnel. Responsible for the cell phone donation program which provides used cell phones to victims. Coordinated with local attorneys for providing pro bono legal assistance to victims. Utilized writing skills for client service documentation, monthly statistical reports, evaluation reports, training manuals and grant writing. Researched and prepared grants for projects and programs within the agency. Prepared monthly, quarterly and end of the year statistical narrative reports as needed. Responsible for OVIS billing system (through the Oklahoma Attorney General's Office) and the ICIS billing system (through the Oklahoma Department of Mental Health and Substance Abuse Services). Served on the Garfield County Task Force on Domestic Violence, the Sex Offender Management Team, and the Hispanic Outreach Council as a representative of the YWCA. Provided presentations on domestic violence to the community as requested.

**Executive Assistant** 4/99 to 11/01  
**Oklahoma State Department of Health** 1000 N.E. 10<sup>th</sup> Street  
**Office of General Counsel** Oklahoma City, OK 73117  
**Supervisor: Gary Gardenhire, General Counsel**

Provided critical administrative, legal and technical support for the Legal Division. Prepared legal documents, tracking timelines needed to effectively support the professional staff. Responsible for all areas of legal support to the professional staff members. Assisted professional staff in multiple facets of the legal responsibilities administered in this area of agency operations. Utilized knowledge of the agency legal administrative rules; the ability to function with minimal supervision and exercise sound judgment in critical situations. Reviewed nurse aide complaint investigations for completeness and follow-up in locating and interviewing witnesses. Functioned independently in multiple situations, assisted in the filing of documents, preparation and review of legal paperwork. Initiated enforcement of collection actions from referrals throughout the agency. Functioned at an executive level with minimal direction. Assisted the General Legal Counsel in assigned projects.

**Administrative Assistant I** 10/94 to 4/99  
**Oklahoma State Department of Health** 1000 N.E. 10<sup>th</sup> Street  
**Occupational Licensing Division** Oklahoma City, OK 73117  
**Supervisor: Rocky McElvany**

Provide administrative, legal and technical support for the following duties: 1) administrative fine citations issued to persons in violation of the Electrical, Mechanical and Plumbing Licensing Laws and Rules; 2) bond and insurance requirements for Electrical, Mechanical and Plumbing Licensing Laws; 3) assigned duties for the Oklahoma Sanitarian and Environmental Specialist Registration Program; 4) management of fees received for administrative fine citations and for registration of sanitarians; 5) administrative support duties for Mechanical Examining Committee; 6) administrative hearings for Electrical, Mechanical and Plumbing Licenses; 7) liaison with Legal Division. Function at an executive level with minimal direction.

**EDUCATION RELATED TO POSITION:**

Bachelor of Arts in Business from Northwestern Oklahoma State University  
250 hours of continuing education in working with individuals with disabilities  
Certified DRS and DDS Job Coach  
Autry Technology Center Supervisor Academy - Certificate (27 hours training)

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME Sara Stuber  
HOME ADDRESS 1914 Country Club Drive, Enid, OK 73703  
MAILING ADDRESS Same as above  
HOME PHONE (580) 402-4860 BUSINESS PHONE (580) 599-6330  
COMMISSION WARD 6

ADVISORY COMMISSION PREFERENCE(S):

- (1) Park Board (3) Trees Board  
(2) ADA Access (4) Livestock Board

RESIDENCE HISTORY: I have lived in Marfield County for the majority of my life. I spent my youth in the Tahoma/Drummond area & have lived in Enid since 2003.

EDUCATIONAL BACKGROUND: Graduated from Cimarron High School in Tahoma, attended the University of Oklahoma in Norman 2002-2003, then returned to Enid to attend Northern Oklahoma College.

WORK HISTORY: Jan. 2007 - Jan. 2012 Finer Physiques  
Jan. 2012 - Aug. 2015 Wynner Boutique  
Aug. 2015 - Current Hahn/Roberts Ranch

CIVIC, COMMUNITY ACTIVITIES: Five 80 Coffee house, Journey House Pregnancy Resource Center, Groves & Fishes, Sejourner Enid, The Big Event Community Clean-up (Norman)

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE: N/A

REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S): I've wanted to find additional ways to help in my community. We have 4 children who frequently use the city parks. I have a sister who is disabled & shows me insight to the accessibility issues she faces. & I work in an industry that deals with livestock daily. I believe if you are going to live somewhere you should try to make it better for everyone, & these boards represent my passion of areas I may have talent to lend.

REFERENCES:

Renee Westrope - (580) 402-0765      Stacie Caywood - (580) 541-0305  
Gina Mendenhall - (580) 484-2851      Sarah Herrian - (310) 658-0273

OTHER COMMENTS: I am happy to serve in any capacity. I listed boards that I thought well represented my interests & my capabilities & strengths. I want to have a hand in the continued growth & success of Enid as a whole. Thank you for your consideration.

RESUME ATTACHED: (YES) \_\_\_\_\_ (NO) X \_\_\_\_\_

Sara Steuber  
SIGNATURE

2/27/17  
DATE

Return application to: City Clerk  
401 W. Owen K. Garriott Road or: PO Box 1768  
Enid, OK 73701 Enid, OK 73702  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760

YES - 2-6-15  
-JP> 2.28.17

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME Melissa Szymanski

HOME ADDRESS 138 S. Watson St., Enid, OK 73703

MAILING ADDRESS Same

HOME PHONE 580-402-6748 BUSINESS PHONE 580-233-0225

COMMISSION WARD 1-Ron Janzen

ADVISORY COMMISSION PREFERENCE(S):

Historic Preservation Tree Board  
Park Board

RESIDENCE HISTORY: 1977-1996 Waukomis, OK; 1996-1997 Orlando FL;  
1997-1999 Charleston SC; 1999-2003 St. Mary's GA; 2003-2006 Ft. Worth TX; 2006-2007 Enid  
2007-2010 Waukomis, OK; 2010 to present Enid, OK

EDUCATIONAL BACKGROUND: 2010 Associates in Arts- Social Science from Northern  
Oklahoma College; 2013 Bachelor's of Art- History from Northwestern Oklahoma State Univ.

WORK HISTORY: 2008 to present - Office Manager at Northwest Plumbing & Mechanical Inc.

CIVIC, COMMUNITY ACTIVITIES: 2012 to present- Volunteer in Archives (Saturday mornings  
at Cherokee Strip Regional Heritage Center)

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE: NA

REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S): I would like to help  
Enid continue on its current path of excellence and prosperity. I believe that I could offer ideas  
and insight that could contribute to continued positive growth and development.

REFERENCES:

Aaron Preston- Cherokee Strip Reg. Heritage  
Center (Archives) 580-237-1907

Mark Arnold- Pres. of N.W. Plumb. & Mech Inc.  
580-548-3336

OTHER COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RESUME ATTACHED: (YES) \_\_\_\_\_ (NO) X \_\_\_\_\_

  
\_\_\_\_\_  
SIGNATURE

2/18/2014  
\_\_\_\_\_  
DATE

Return application to: City Clerk  
401 W. Owen K. Garriott Road or: PO Box 1768  
Enid, OK 73701 Enid, OK 73702  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760

**BOARDS AND COMMISSIONS  
MARCH 7, 2017**

**BALLOT  
TREE BOARD**

---

**JERRY GALBREATH**

**SARA STUBER**

**MELISSA SZYMANSKI**

**Vote for two (2) to fill vacancies.**

**CIRCLE & INITIAL**

Janzen

Brownlee

Ezzell

Waddell

Wilson

Pankonin

Mayor Shewey

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME JERRY RAY GALBREATH  
HOME ADDRESS 1510 CHEYENNE DRIVE ENID, OK 73703-7807  
MAILING ADDRESS ABOVE  
HOME PHONE (580) 234-7252 BUSINESS PHONE SAME  
COMMISSION WARD #2

ADVISORY COMMISSION PREFERENCE(S):

TREE BOARD  
PARK BOARD

RESIDENCE HISTORY: AT CHEYENNE DRIVE RESIDENCE SINCE 2002

EDUCATIONAL BACKGROUND: PHILLIPS UNIVERSITY 1962 A.B.  
CHRISTIAN THEOLOGICAL SEMINARY 1972 M. DIV.  
POST-GRADUATE WORK

WORK HISTORY: CHRISTIAN CHURCH PASTOR SINCE 1968  
UNIVERSITY PLACE CHRISTIAN CHURCH-ENID 1998-2011  
RETIRED

CIVIC, COMMUNITY ACTIVITIES: CDSA BOARD, MARTIN LUTHER KING JR.  
HOLIDAY COMMISSION, ENID PUBLIC TRANSIT AUTHORITY, LEADERSHIP  
GREATER ENID CLASS XX (2011), LOAVES AND FISHES VOLUNTEER,  
WHEATHEART MOBILE MEALS VOLUNTEER, ENID POLICE ACADEMY 2015

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE: \_\_\_\_\_  
ENID PUBLIC TRANSIT AUTHORITY 2010-2015 DISSOLUTION, 2013-2015 AS  
CHAIRMAN  
CHAIRMAN OF MLK HOLIDAY COMMISSION - 4 YEARS



REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S): I WANT TO INCREASE  
THE USE OF AND PLANTING AND CARE OF TREES THROUGHOUT THE CITY OF  
ENID

REFERENCES:

JERALD GILBERT

ERIC BENSON

OTHER COMMENTS: IN "PRACTICING WHAT I PREACH," I HAVE PLANTED  
SIXTEEN (16) TREES AT FOUR (4) LOCATIONS, 15 OF WHICH ARE  
THRIVING OVER THE PAST DECADE.

SIERRA CLUB MEMBERSHIP SINCE 1990

ARBOR DAY FOUNDATION MEMBER SINCE 1990

RESUME ATTACHED: (YES) \_\_\_\_\_ (NO) X

  
SIGNATURE

March 4, 2016  
DATE

Return application to:

City Clerk

401 W. Owen K. Garriott Road

Enid, OK 73701

[lparks@enid.org](mailto:lparks@enid.org)

FAX: 580-242-7760

or:

PO Box 1768

Enid, OK 73702

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME Sara Stuber  
HOME ADDRESS 1914 Country Club Drive, Enid, OK 73703  
MAILING ADDRESS Same as above  
HOME PHONE (580) 402-4860 BUSINESS PHONE (580) 599-6330  
COMMISSION WARD 6

ADVISORY COMMISSION PREFERENCE(S):

- |                       |                             |
|-----------------------|-----------------------------|
| <u>(1) Park Board</u> | <u>(3) Tree Board</u>       |
| <u>(2) ADA Access</u> | <u>(4) Live Stock Board</u> |

RESIDENCE HISTORY: I have lived in Garfield County for the  
majority of my life. I spent my youth in the Tahoma/Drummond  
area & have lived in Enid since 2003.

EDUCATIONAL BACKGROUND: Graduated from Cimarron High School in  
Tahoma, attended the University of Oklahoma in Norman 2002-  
2003, then returned to Enid to attend Northern Oklahoma College.

WORK HISTORY: Jan. 2007- Jan. 2012 Finer Physiques  
Jan. 2012- Aug. 2015 Wilmer Brinklee  
Aug. 2015 - current Hador/Roberts Ranch

CIVIC, COMMUNITY ACTIVITIES: Five.80 Coffee house, Journey House  
Pregnancy Resource Center, Braves & Fishes, Sojourn Enid,  
The Big Event Community Clean-up (Norman)

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE: N/A

REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S): I've wanted to find additional ways to help in my community. We have 4 children who frequently use the city parks. I have a sister who is disabled & shows me insight to the accessibility issues she faces. & I work in an industry that deals with livestock daily. I believe if you are going to live somewhere you should try to make it better for everyone, & these boards represent my passion of areas I may have talent to lend.

REFERENCES:

Renee Westrope - (580) 402-0765      Stacie Caywood - (580) 541-0305  
Gina Mendenhall - (580) 484-2851      Sarah Herrian - (310) 658-0273

OTHER COMMENTS: I am happy to serve in any capacity. I listed boards that I thought well represented my interests & my capabilities & strengths. I want to have a hand in the continued growth & success of Enid as a whole. Thank you for your consideration.

RESUME ATTACHED: (YES) \_\_\_\_\_ (NO) X \_\_\_\_\_

Sara Steuber  
SIGNATURE

2/27/17  
DATE

Return application to: City Clerk  
401 W. Owen K. Garriott Road or: PO Box 1768  
Enid, OK 73701 Enid, OK 73702  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760

CITY OF ENID

ADVISORY COMMISSION APPLICATION FORM

NAME Melissa Szymanski

HOME ADDRESS 138 S. Watson St., Enid, OK 73703

MAILING ADDRESS Same

HOME PHONE 580-402-6748 BUSINESS PHONE 580-233-0225

COMMISSION WARD 1-Ron Janzen

ADVISORY COMMISSION PREFERENCE(S):

Historic Preservation Tree Board  
Park Board

RESIDENCE HISTORY: 1977-1996 Waukomis, OK; 1996-1997 Orlando FL;  
1997-1999 Charleston SC; 1999-2003 St. Mary's GA; 2003-2006 Ft. Worth TX; 2006-2007 Enid  
2007-2010 Waukomis, OK; 2010 to present Enid, OK

EDUCATIONAL BACKGROUND: 2010 Associates in Arts- Social Science from Northern  
Oklahoma College; 2013 Bachelor's of Art- History from Northwestern Oklahoma State Univ.

WORK HISTORY: 2008 to present - Office Manager at Northwest Plumbing & Mechanical Inc.

CIVIC, COMMUNITY ACTIVITIES: 2012 to present- Volunteer in Archives (Saturday mornings  
at Cherokee Strip Regional Heritage Center)

PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE: NA

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

yes 2 28.17

REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S): I would like to help  
Enid continue on its current path of excellence and prosperity. I believe that I could offer ideas  
and insight that could contribute to continued positive growth and development.

REFERENCES:

Aaron Preston- Cherokee Strip Reg. Heritage  
Center (Archives) 580-237-1907

Mark Arnold- Pres. of N.W. Plumb. & Mech Inc.  
580-548-3336

OTHER COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RESUME ATTACHED: (YES) \_\_\_\_\_ (NO) X \_\_\_\_\_

  
\_\_\_\_\_  
SIGNATURE

2/18/2014  
\_\_\_\_\_  
DATE

Return application to: City Clerk  
401 W. Owen K. Garriott Road or: PO Box 1768  
Enid, OK 73701 Enid, OK 73702  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760

Year 2-14-17

**CITY OF ENID**

**ADVISORY COMMISSION APPLICATION FORM**

**NAME** Charles R. Tiessen

**HOME ADDRESS** 814 Lilac Dr. Enid, Ok., 73701.

**MAILING ADDRESS** Same

**HOME PHONE** 580-233-0314 **BUSINESS PHONE** none

**COMMISSION WARD** none- I live out in the county( Qujil Meadows North) which is allowed for this ADA Board.

**ADVISORY COMMISSION PREFERENCE(S):**

ADA Access Board

**RESIDENCE HISTORY:** Enid and Garfield County since 1967

**EDUCATIONAL BACKGROUND:** Georgia Military Academy, North Cobb High School (Kennesaw Georgia), BS Degree form Phillips University, Enid, OK. Pilot license from Sellears Aviation 1976. Trained in ADA advocacy and surveys under Steve Mason AIA

**WORK HISTORY:** Worked at family owned Advancr Meat co until we sold it to the present owners in 1974. Ran my own finishing company painting new homes. Have worked doing ADA surveys for about 20 years.

**CIVIC, COMMUNITY ACTIVITIES:** I have been an athletic coach for youth sports. Have been a Boy Scout leader in my area

**PRIOR ADVISORY COMMISSION EXPERIENCE AND LENGTH OF SERVICE:** 15 year member of the Governor's Advisory Comm. to the State Office of Disability Concerns. Served on the Board of the Sandra Beasley Ind. Living Center. I am Chariman of the Advisory Comm.for Legal Aid of Oklahoma. I have been the Secretary and Board member of the Garfield County Rural water District #7 for 18 years.

**REASONS FOR WANTING TO SERVE ON ABOVE COMMISSION(S):** I was appointed to serve on this ADA Board since its inception in 2009. I would like to continue to see the Transition plan through as long as I am physically able. I enjoy the work done here and working with Chris Stein, and the other members on this Board

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**REFERENCES:**

~~Jim Long, City of Enid Judge and attorney~~  
~~Brian O'Rourke, Chief of Police, Enid~~

~~Wade Patterson, Garfield Co. Assessor~~  
~~Doug MacMillian, Dir state Office of Disability Concerns.~~

**OTHER COMMENTS:** I am an ADA lay expert. I have been asked by governments, school districts, private businesses, various State Agencies and others to do ADA surveys for them. I understand the City of Enid's Transition Plan and would like to continue to aid in its implementation.

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**RESUME ATTACHED:** (YES) \_\_\_\_\_ (NO) X \_\_\_\_\_

Charles R. Tisson  
SIGNATURE

1-21-2015  
DATE

Return application to:

City Clerk  
401 W. Owen K. Garriott Road or: PO Box 1768  
Enid, OK 73701 Enid, OK 73702  
[lparks@enid.org](mailto:lparks@enid.org)  
FAX: 580-242-7760

**City Commission Meeting**

8.1.

**Meeting Date:** 03/07/2017

**Submitted By:** Kristin Martin, Executive Assistant

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**SUBJECT:**

**CONSIDER A RESOLUTION AMENDING THE 2016-2017 ENID EVENT CENTER AND CONVENTION HALL FUND BUDGET BY APPROPRIATING ADDITIONAL FUNDS TO INCREASE THE 2016-2017 APPROPRIATED AMOUNTS FOR THE ENID EVENT CENTER AND CONVENTION HALL DEPARTMENT, IN THE AMOUNT OF \$200,000.00.**

**BACKGROUND:**

This is a companion to item to 12.1. Due to decreased opportunities related to direct self-promoting of events and decrease in touring acts during the fiscal year, the Central National Bank Center is projected to have a revenue shortfall from the originally presented budgeted. Adjustments have been made to operations and indirect costs were appropriate to offset a portion of the projected revenue shortfall. The decreases in revenues and expenses are projected to result in a net deficit of \$200,000.00 to the EECCH Fund. The Enid Municipal Authority has available funds to transfer \$200,000.00 for the increased appropriation.

**RECOMMENDATION:**

Approve resolution.

**PRESENTER:**

Erin Crawford, Chief Financial Officer

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**Fiscal Impact**

**Budgeted Y/N:** N  
**Amount:** \$200,000.00  
**Funding Source:**  
Enid Municipal Authority

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**Attachments**

Resolution

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RESOLUTION

A RESOLUTION AMENDING THE 2016-2017 ENID EVENT CENTER AND CONVENTION HALL FUND (EECCH) BUDGET BY APPROPRIATING ADDITIONAL FUNDS IN THE AMOUNT OF \$200,000.00 TO INCREASE THE 2016-2017 APPROPRIATED AMOUNTS FOR THE ENID EVENT CENTER AND CONVENTION HALL DEPARTMENT.

WHEREAS, with continued national reach of touring entertainment options ranging from concerts to family shows to other diverse events, the Central National Bank Center has seen a decline in self-promoted events and touring availability of acts during the 2016-2017 fiscal year; and

WHEREAS, funds of \$200,000.00 will be transferred from the Enid Municipal Authority (EMA) operating department to the Enid Event Center & Convention Hall Fund Enid Event Center & Convention Hall department to provide the necessary funding to support budgeted activities for the Central National Bank Center;

AND NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF COMMISSIONERS OF THE CITY OF ENID, OKLAHOMA, THAT THE CITY OF ENID 2016-2017 BUDGET BE AMENDED TO INCREASE THE APPROPRIATIONS FOR THE ENID EVENT CENTER AND CONVENTION HALL DEPARTMENT:

|   |              |
|---|--------------|
| FUND 60 ENID EVENT CENTER AND CONVENTION HALL |              |
| Revenues                                      | \$200,000.00 |
| EECCH Department                              | \$200,000.00 |

Adopted this 7th day of March 2017.

\_\_\_\_\_  
Mayor

(Seal)

ATTEST:

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

**City Commission Meeting**

8.2.

**Meeting Date:** 03/07/2017

**Submitted By:** Dana Watkins, Information Technology Manager

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**SUBJECT:**

**AWARD PURCHASE OF INTERNET, IP TELEPHONE, AND LONG DISTANCE SERVICE TO AT&T CORP. , DALLAS, TEXAS, FOR THE CITY OF ENID FOR A 3 YEAR PERIOD, IN THE AMOUNT OF \$95,004.00.**

**BACKGROUND:**

On February 22, 2017, bids were received and reviewed for a three (3) year contract to supply the City of Enid’s internet, IP telephone system, and long distance services. This supplies the City of Enid’s infrastructure with Internet and IP telephone services except 911. For redundancy, there will be services installed at the administration building and backup services installed at the police department. The services will replace our current long distance service provider, who has been unreliable due to constant outages, along with all installation costs associated to the system.

Two bids were received from AT&T and Suddenlink, and the canvas of bids is attached, including no bids.

| <b>Company</b> | <b>Year 1</b> | <b>Year 2</b> | <b>Year 3</b> | <b>Total</b> |
|----------------|---------------|---------------|---------------|--------------|
| AT&T           | \$31,668      | \$31,668      | \$31,668      | \$95,004     |
| Suddenlink     | \$32,200      | \$31,200      | \$31,200      | \$94,600     |

The information technology department is recommending AT&T, although they are not the lowest bidder, for the following reasons:

- AT&T's quote offers 10mbs more internet bandwidth at our redundant site.
- The City currently utilized AT&T internet and IP telephone services so there will be no change to IP addresses or telephone numbers resulting in minimal internet and IP telephone downtime, and less staff time to switch out IP addresses.

**RECOMMENDATION:**

Award the purchase for the City of Enid’s internet, phone and long distance service to AT&T Corp. for 36 months.

**PRESENTER:**

Dana Watkins, Information Technology Director

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**Fiscal Impact**

**Budgeted Y/N:** Y  
**Amount:** \$95,004.00  
**Funding Source:**  
 General Fund

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**Attachments**

Canvas of Bids

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Project: Supply the COE with Internet, IP telephone system, and long distance services  
Subject: Canvass of bids  
Term: 3 year contract (with non-appropriation clause)  
Date: Febuary 23,2017

| <b>Company</b>    | <b>Monthly bid</b> | <b>One time cost</b> | <b>Admin bandwidth</b> | <b>Police bandwidth</b> |
|-------------------|--------------------|----------------------|------------------------|-------------------------|
| <b>AT&amp;T</b>   | \$2,639.00         | \$0.00               | 100 mbps               | 20 mbps                 |
| <b>Suddenlink</b> | \$2,600.00         | \$1,000.00           | 100 mbps               | 10 mbps                 |
| <b>Level 3</b>    | no response        |                      |                        |                         |
| <b>Nita Mann</b>  | no response        |                      |                        |                         |

Information Technology is recommending the contract be awarded to AT&T for two reasons; Frist, AT&T offers 10mbs more internet bandwidth at our redundant site (Police Department). Secondly, the City currently utilized AT&T internet and IP telephone services so there will be no change to IP addresses or telephone numbers resulting in minimal internet and IP telephone downtime.

**City Commission Meeting**

8.3.

**Meeting Date:** 03/07/2017

**Submitted By:** Kristin Martin, Executive Assistant

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**SUBJECT:**

**CONSIDER THE SALE OF SURPLUS PROPERTY DESCRIBED AS THE NORTH 80' OF LOT 3, BLOCK 1, BROMELEY ADDITION, LOCATED AT 121 NORTH 16TH STREET IN THE AMOUNT OF \$34,300.00 AND AUTHORIZE THE MAYOR TO EXECUTE ALL CONTRACT DOCUMENTS.**

**BACKGROUND:**

Bids were solicited and opened on March 1, 2017 for the sale surplus property described as the North 80' of Lot 3, Block 1, Bromeley Addition.

Two bids were received from Life Emergency Medical Service, Inc., Enid, Oklahoma, in the amounts of \$34,300.00 and \$38,100.00.

**RECOMMENDATION:**

Approve the sale of surplus property located in Bromeley Addition in the amount of \$34,300.00, which meets the minimum threshold of more than 90% of the appraised value of \$37,900.00.

**PRESENTER:**

Jerald Gilbert, City Manager

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**Attachments**

Bid Tabulation

Location Map

Appraisal

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BIDS OPENED MARCH 1, 2017

SURPLUS PROPERTY - 121 NORTH 16TH STREET

|  |             |
|--|-------------|
| Life Emergency Medical Service, Inc.<br>P.O. Box 365<br>Enid, OK 73702 | \$34,300.00 |
|--|-------------|

|  |           |
|--|-----------|
| Life Emergency Medical Service, Inc.<br>P.O. Box 365<br>Enid, OK 73702 | 38,100.00 |
|--|-----------|

E Randolph Ave

N 16th St



**APPRAISAL OF**



**LOCATED AT:**

121 N 16th Street  
Enid, OK 73701

**FOR:**

City of Enid  
401 West Owen K. Garriott Road  
Enid, OK 73702

**BORROWER:**

City of Enid

**AS OF:**

October 24, 2016

**BY:**

Mark DeMoss

DeMoss Appraisal Services  
Appraisal Report SR2-2

File No. City of Enid

City of Enid  
401 West Owen K. Garriott Road  
Enid, OK 73702

File Number: City of Enid

In accordance with your request, I have appraised the real property at:

121 N 16th Street  
Enid, OK 73701

The purpose of this appraisal is to develop an opinion of the market value of the subject property, as improved.

In my opinion, the market value of the property as of October 24, 2016 is:

\$37,900  
Thirty-Seven Thousand Nine Hundred Dollars

The attached report contains the description, analysis and supportive data for the conclusions, final opinion of value, descriptive photographs, limiting conditions and appropriate certifications.



Mark DeMoss



THE FOLLOWING STEPS WERE NECESSARILY FOLLOWED AS PER EXPECTATIONS  
OF A NORMAL SCOPE OF WORK FOR THIS TYPE OF APPRAISAL ASSIGNMENT.

1. Identified the problem to be solved: Determined an estimate of Market Value to be used in a mortgage financial transaction.
  - A. The client for this assignment is City of Enid.
  - B. The intended user is City of Enid and their assignees.
  - C. The intended use for this report is to assist in a mortgage lending underwriting.
  - E. The effective date is 10/24/2016
  - F. The property located at 121 N 16, Enid, Ok 73703 is the subject for this report.
  - G. This value is an "as - is" value.

EXTRAORDINARY ASSUMPTION:

1. Data regarding the sale negotiations, fees, price paid, costs, concessions, etc., is confidential and not public or readily known outside of the participants of the transaction. As such, an extraordinary assumption is made that data utilized in this report is reliable from available resources and data pertaining to comparable sales has been verified by a combination of one or more of the standard sources expected by participants in this market which includes the county assessor and / or clerk and/ or treasurer, the buyer / seller and / or operators on site, county commissioners with information of those related areas, local realtors and / or multi-list programs, and any other sources deemed to contain pertinent information helpful in developing the values stated herein. The impact on value will be related to any differences, if significant, found at any later date.

For this report, my scope of work included the typical steps necessary to develop analysis and conclusions for each of the three approaches to value. While one or more approaches may not be relevant or necessary for the report ultimately, gathering the information to develop those approaches was necessary to determine their applicability.

A review of the courthouse records of the subject property was made. These were obtained through internet database service companies such as PVPLUS.COM.

A review of the subject's market area was performed using internet database service companies, multi-list, and realtors. During this review information is gathered for the past three years to determine market trends and economic impacts on properties in the area with similar characteristics to the subject. Possible comparables are reviewed for inspection after the subject's initial inspection.

After arriving at the subject property I began my inspection of the subject property which includes, photographing exterior from a public street.

After leaving the subject property, I drove to the comparables that were selected before the inspection. Upon arrival at each comparable property photographs are taken and notes are made to verify physical characteristics of each that are listed on the courthouse records.

After returning to my office, I compiled all relevant data, I completed both the market and cost approaches to value, and reconciled them accordingly. The report was finally typed and sent to the client upon completion.

REF: INTENDED USE/ INTENDED USERS: THE INTENDED USER OF THIS APPRAISAL REPORT IS THE LENDER/ CLIENT. THE INTENDED USE IS TO EVALUATE THE PROPERTY THAT IS THE SUBJECT OF THIS APPRAISAL FOR A MORTGAGE FINANCE TRANSACTION, SUBJECT TO THE STATED SCOPE OF WORK, PURPOSE OF THE APPRAISAL REPORTING REQUIREMENTS OF THIS APPRAISAL REPORT FORM/CLIENT AND THE DEFINITION OF MARKET VALUE. NO ADDITIONAL INTENDED USERS OR USE IS IDENTIFIED BY THIS APPRAISER.

ONLY THE CLIENT AND INTENDED USERS( IDENTIFIED BY THE APPRAISER FOR THIS ASSIGNMENT) ARE AUTHORIZED FOR USE OF THIS WORK; NO OTHER AGENCIES ARE AUTHORIZED USE OF ANY PART OF THIS WORK.

REF: EXTRAORDINARY ASSUMPTIONS: THE COMPARABLES CONTAIN CONFIDENTIAL INFORMATION RELATED TO PRICING, MOTIVATIONS, NEGOTIATIONS, CONCESSIONS, FEES,ETC, THAT ARE NOT TYPICALLY MADE KNOWN TO THOSE NOT A PART OF THE AGREEMENT OR CLOSING. EVEN WHEN PROVIDED AN INTERVIEW THAT CONFIRMS PARTS OF A TRANSACTION, THE VALUES HEREIN ARE BASED ON THE ASSUMPTION THAT THE DATA REPORTED TO THE SOURCES USED IS CORRECT AND REFLECTS THE SPECIFIC MARKETABLE FEATURES. WHEN MORE THAN ONE SOURCE IS STATED AND THERE ARE DIFFERENCES IN THE LEVELS/AMOUNTS OF THE FEATURES RELEVANT FOR REFINEMENT, THE SOURCE DEEMED MOST RELIABLE AND REFLECTIVE OF THE COMPARABLE AS OF THE DATE OF THAT RESPECTIVE SALE WILL BE USED FOR COMPARISON.

ANY REFERENCES IN THIS SOFTWARE REGARDING CLIENTS, INTENDED USERS, VALUE, CONDITIONS, CHARACTERISTICS, AND/ OR SCOPE OF WORK ARE SUPERSEDED BY DATA EXPRESSLY ENTERED AS A PART OF THIS ASSIGNMENT.

The Appraiser certifies that the appraisal was prepared in accordance with the requirements of Title XI of the Financial Institutions Reform, Recovery and Enforcement Act of 1989, as amended (12 U.S.C. 3331 et seq), and any implementing regulations.

I have performed no (or the specified) services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

The subject property is located approximately 42 miles from my office. This assignment requires geographic competency as part of the scope of work. I have spent sufficient time in the subjects market and understand the nuances of the local market and the supply and demand factors relating to the specific property type and the location involved. Such understanding will not be imparted solely from a consideration of specific data such as demographics, costs, sales and rentals.

Uniform Residential Appraisal Report

File No. City of Enid

The purpose of this summary appraisal report is to provide the lender/client with an accurate, and adequately supported, opinion of the market value of the subject property.

Property Address 121 N 16th Street City Enid State OK Zip Code 73701
Borrower City of Enid Owner of Public Record City of Enid County Garfield
Legal Description Lot 3 Block 1 sd-E57 Bromeley Addition SW/4 9-22-6
Assessor's Parcel # 1290-00-001-003-0-004-00 Tax Year 2015 R.E. Taxes \$ 0
Neighborhood Name Bromeley Addition Map Reference Enid Census Tract 15.00
Occupant [X] Owner [ ] Tenant [ ] Vacant Special Assessments \$ 0 [ ] PUD HOA \$ 0 [ ] per year [ ] per month
Property Rights Appraised [ ] Fee Simple [ ] Leasehold [X] Other (describe)
Assignment Type [ ] Purchase Transaction [X] Refinance Transaction [ ] Other (describe)
Lender/Client City of Enid Address 401 West Owen K. Garriott Road, Enid, OK 73702
Is the subject property currently offered for sale or has it been offered for sale in the twelve months prior to the effective date of this appraisal? [ ] Yes [X] No
Report data source(s) used, offering price(s), and date(s). MLS and online listing sites.

I [ ] did [ ] did not analyze the contract for sale for the subject purchase transaction. Explain the results of the analysis of the contract for sale or why the analysis was not performed.
Contract Price \$ Date of Contract Is the property seller the owner of public record? [ ] Yes [ ] No Data Source(s)
Is there any financial assistance (loan charges, sale concessions, gift or downpayment assistance, etc.) to be paid by any party on behalf of the borrower? [ ] Yes [ ] No
If Yes, report the total dollar amount and describe the items to be paid.

Note: Race and the racial composition of the neighborhood are not appraisal factors.
Neighborhood Characteristics One-Unit Housing Trends One-Unit Housing Present Land Use %
Location [X] Urban [ ] Suburban [ ] Rural Property Values [ ] Increasing [X] Stable [ ] Declining PRICE AGE One-Unit 95 %
Built-Up [X] Over 75% [ ] 25-75% [ ] Under 25% Demand/Supply [ ] Shortage [X] In Balance [ ] Over Supply \$(000) (yrs) 2-4 Unit %
Growth [ ] Rapid [X] Stable [ ] Slow Marketing Time [ ] Under 3 mths [X] 3-6 mths [ ] Over 6 mths 10 Low 5 Multi-Family 1 %
Neighborhood Boundaries Cherry Avenue to the North, Owen K Garriott to the south, 28th Street to the east, and 4th Street to the west were the boundaries. 195 High 116 Commercial 4 %
65 Pred. 70 Other %
Neighborhood Description The Subject's neighborhood is residential where the general up keep is good with a few negative exceptions. Enid is a large community that has a population of approximately 50,700. Enid has amenities such as schools, places of worship, shopping centers, higher education, medical facilities, and recreational areas.
Market Conditions (including support for the above conclusions) See Attached Addendum

Dimensions 59 x 80 Area 4720 sf Shape Rectangular View N;Res;
Specific Zoning Classification R2 Zoning Description Single family residential
Zoning Compliance [X] Legal [ ] Legal Nonconforming (Grandfathered Use) [ ] No Zoning [ ] Illegal (describe)
Is the highest and best use of the subject property as improved (or as proposed per plans and specifications) the present use? [X] Yes [ ] No If No, describe.
Utilities Public Other (describe) Public Other (describe) Off-site Improvements—Type Public Private
Electricity [X] [ ] Water [X] [ ] Street Concrete [X] [ ]
Gas [X] [ ] Sanitary Sewer [X] [ ] Alley [ ] [ ]
FEMA Special Flood Hazard Area [ ] Yes [X] No FEMA Flood Zone X FEMA Map # 40047C0215E FEMA Map Date 06/19/2012
Are the utilities and off-site improvements typical for the market area? [X] Yes [ ] No If No, describe.
Are there any adverse site conditions or external factors (easements, encroachments, environmental conditions, land uses, etc.)? [ ] Yes [X] No If Yes, describe. See Attached Addendum

GENERAL DESCRIPTION FOUNDATION EXTERIOR DESCRIPTION materials/condition INTERIOR materials/condition
Units [X] One [ ] One with Accessory Unit [ ] Concrete Slab [X] Crawl Space Foundation Walls Concrete/average Floors Vinyl/Fair
# of Stories 1 [ ] Full Basement [ ] Partial Basement Exterior Walls Brick/ average Walls Drywall/avg
Type [X] Det. [ ] Att. [ ] S-Det./End Unit Basement Area 0 sq. ft. Roof Surface Comp/average Trim/Finish Wd/painted/avg
[X] Existing [ ] Proposed [ ] Under Const. Basement Finish 0 % Gutters & Downspouts Aluminum/avg Bath Floor Vinyl/fair
Design (Style) Ranch [ ] Outside Entry/Exit [X] Sump Pump Window Type Metal/ dble/avg Bath Wainscot Drywall/average
Year Built 1930 Evidence of [ ] Infestation Storm Sash/Insulated Alum/yes/average Car Storage [ ] None
Effective Age (Yrs) 35 [ ] Dampness [ ] Settlement Screens Mesh/average [X] Driveway # of Cars 4
Attic [ ] None Heating [X] FWA [ ] HWBB [ ] Radiant Amenities [ ] WoodStove(s) #0 Driveway Surface Concrete
[ ] Drop Stair [ ] Stairs [ ] Other Fuel Gas [ ] Fireplace(s) # 0 [ ] Fence None [X] Garage # of Cars 2
[ ] Floor [X] Scuttle Cooling [X] Central Air Conditioning [X] Patio/Deck Con [X] Porch Concrete [ ] Carport # of Cars 0
[ ] Finished [ ] Heated [ ] Individual [ ] Other [ ] Pool None [ ] Other None [ ] Att. [ ] Det. [X] Built-in
Appliances [ ] Refrigerator [X] Range/Oven [ ] Dishwasher [X] Disposal [ ] Microwave [ ] Washer/Dryer [ ] Other (describe)
Finished area above grade contains: 3 Rooms 1 Bedrooms 1.0 Bath(s) 767 Square Feet of Gross Living Area Above Grade
Additional features (special energy efficient items, etc.) None that would be considered to add any value that has not been covered earlier in this report.

Describe the condition of the property (including needed repairs, deterioration, renovations, remodeling, etc.). The Subject appears to be in less than average condition. The exterior is in average condition. However there are some differed maintenance items that will need to be repaired. There are several windows that are boarded and one that is for sure broken and need fixed. The Subject needs two interior doors installed, kitchen appliances, the cabinet removed from the bedroom, closet installed in bedroom, and new floor cover. Estimated cost to cure is 5,750.00. The Subject is of average quality construction per marshall < continued in addendum >
Are there any physical deficiencies or adverse conditions that affect the livability, soundness, or structural integrity of the property? [ ] Yes [X] No If Yes, describe. However the Appraiser is not a home inspector or a structural engineer.
Does the property generally conform to the neighborhood (functional utility, style, condition, use, construction, etc.)? [X] Yes [ ] No If No, describe.

# Uniform Residential Appraisal Report

File No. City of Enid

There are **0** comparable properties currently offered for sale in the subject neighborhood ranging in price from \$ **0** to \$ **0**  
 There are **0** comparable sales in the subject neighborhood within the past twelve months ranging in sale price from \$ **0** to \$ **0**

SALES COMPARISON APPROACH

| FEATURE                                     | SUBJECT           | COMPARABLE SALE NO. 1  |                    | COMPARABLE SALE NO. 2  |                    | COMPARABLE SALE NO. 3  |                    |
|---|-------------------|--|--------------------|--|--------------------|--|--------------------|
| 121 N 16th Street<br>Address Enid, OK 73701 |                   | 1414 N 17th<br>Enid, OK 73701                                    |                    | 717 N Malone Street<br>Enid, OK 73701                            |                    | 1729 E Eucalyptus Avenue<br>Enid, OK 73701                       |                    |
| Proximity to Subject                        |                   | 10.5 Blocks N  |                    | 12 Blocks W  |                    | 7 Blocks S   |                    |
| Sale Price                                  | \$                | \$ 39,000  |                    | \$ 37,250  |                    | \$ 29,000  |                    |
| Sale Price/Gross Liv. Area                  | \$ 0.00 sq. ft.   | \$ 54.17 sq. ft.   |                    | \$ 51.17 sq. ft.   |                    | \$ 46.77 sq. ft.   |                    |
| Data Source(s)                              |                   | Realtor #20160793;DOM 53   |                    | Realtor #20160545;DOM 45   |                    | Realtor #20151927;DOM 34   |                    |
| Verification Source(s)                      |                   | MLS/ County Assessor   |                    | MLS/ County Assessor   |                    | MLS / County Assessor  |                    |
| VALUE ADJUSTMENTS                           | DESCRIPTION       | DESCRIPTION  | +(-) \$ Adjustment | DESCRIPTION  | +(-) \$ Adjustment | DESCRIPTION  | +(-) \$ Adjustment |
| Sale or Financing Concessions               |                   | ArmLth Cash;0  |                    | ArmLth Cash;0  |                    | ArmLth Cash;0  |                    |
| Date of Sale/Time                           |                   | s08/16;c07/16  |                    | s06/16;c05/16  | 0                  | s11/15;c11/15  | 0                  |
| Location                                    | N;Res;            | N;Res;   |                    | N;Res;   |                    | N;Res;   |                    |
| Leasehold/Fee Simple                        | Fee Simple        | Fee Simple   |                    | Fee Simple   |                    | Fee Simple   |                    |
| Site  | 4720 sf           | 6700 sf  |                    | 5803 sf  | 0                  | 6700 sf  | 0                  |
| View  | N;Res;            | N;Res;   |                    | N;Res;   |                    | N;Res;   |                    |
| Design (Style)                              | Ranch/ Brick      | Ranch/Asbestos   | 7,500              | Ranch/Wood   | 7,500              | Ranch/Asbestos   | 7,500              |
| Quality of Construction                     | Q4                | Q4   |                    | Q4   |                    | Q4   |                    |
| Actual Age                                  | 96                | 69   |                    | 96   |                    | 88   | 0                  |
| Condition                                   | Less than Avg     | Average  | -5,750             | Average  | -5,750             | Average  | -5,750             |
| Above Grade                                 | Total Bdrms Baths | Total Bdrms Baths  |                    | Total Bdrms Baths  |                    | Total Bdrms Baths  |                    |
| Room Count                                  | 3 1 1.0           | 4 2 1.0  | -5,000             | 4 2 1.0  | -5,000             | 3 1 1.0  |                    |
| Gross Living Area 14                        | 767 sq. ft.       | 720 sq. ft.  | 658                | 728 sq. ft.  | 546                | 620 sq. ft.  | 2,058              |
| Basement & Finished Rooms Below Grade       | 0sf               | 0sf  |                    | 0sf  |                    | 0sf  |                    |
| Functional Utility                          | Typical           | Typical  |                    | Typical  |                    | Typical  |                    |
| Heating/Cooling                             | Ch&a              | Ch&a   |                    | Window/wall  | 2,500              | Ch&a   |                    |
| Energy Efficient Items                      | None              | None   |                    | None   |                    | None   |                    |
| Garage/Carport                              | 2gbi4dw           | 2ga  | 2,500              | 2gd4dw   |                    | 1gd4dw   | 1,250              |
| Porch/Patio/Deck                            | Porch, patio      | Porch, Patio   |                    | Porch, Patio   |                    | Porch, Patio   |                    |
| Fireplace                                   | None              | None   |                    | None   |                    | None   |                    |
| Large Shed                                  | Yes               | None   | 1,250              | None   | 1,250              | None   | 1,250              |
| Net Adjustment (Total)                      |                   | <input checked="" type="checkbox"/> + <input type="checkbox"/> - | \$ 1,158           | <input checked="" type="checkbox"/> + <input type="checkbox"/> - | \$ 1,046           | <input checked="" type="checkbox"/> + <input type="checkbox"/> - | \$ 6,308           |
| Adjusted Sale Price of Comparables          |                   | Net Adj. 3.0%  |                    | Net Adj. 2.8%  |                    | Net Adj. 21.8%   |                    |
|   |                   | Gross Adj. 58.1%   | \$ 40,158          | Gross Adj. 60.5%   | \$ 38,296          | Gross Adj. 61.4%   | \$ 35,308          |

I  did  did not research the sale or transfer history of the subject property and comparable sales. If not, explain \_\_\_\_\_

My research  did  did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.

Data source(s) **Pvplus/ Ch Records**

My research  did  did not reveal any prior sales or transfers of the comparable sales for the year prior to the date of sale of the comparable sale.

Data source(s) **Pvplus/ Ch Records**

Report the results of the research and analysis of the prior sale or transfer history of the subject property and comparable sales (report additional prior sales on page 3).

| ITEM                             | SUBJECT                 | COMPARABLE SALE NO. 1   | COMPARABLE SALE NO. 2   | COMPARABLE SALE NO. 3   |
|----------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Date of Prior Sale/Transfer      |                         |                         | 11/2015                 |                         |
| Price of Prior Sale/Transfer     |                         |                         | \$35,000                |                         |
| Data Source(s)                   | County Assessor Records | County Assessor Records | County Assessor Records | County Assessor Records |
| Effective Date of Data Source(s) | 10/01/2016              | 10/01/2016              | 10/01/2016              | 10/01/2016              |

Analysis of prior sale or transfer history of the subject property and comparable sales **The Subject has not sold in the past 36 months and Comparables 1 and 3 have no prior sales within 12 months. Comparable 2 sold on 11/2015 for 35,000 and was a qualified sale.**

Summary of Sales Comparison Approach. **Attached Addendum**

Indicated Value by Sales Comparison Approach \$ **37,900**

Indicated Value by: Sales Comparison Approach \$37,900 Cost Approach (if developed) \$ 0 Income Approach (if developed) \$ 0

**The sales approach is considered to be the best indication of interaction between buyer and seller and that was the approached used in the final reconciliation.**

RECONCILIATION

This appraisal is made  "as is,"  subject to completion per plans and specifications on the basis of a hypothetical condition that the improvements have been completed,  subject to the following repairs or alterations on the basis of a hypothetical condition that the repairs or alterations have been completed, or  subject to the following required inspection based on the extraordinary assumption that the condition or deficiency does not require alteration or repair: \_\_\_\_\_

Based on a complete visual inspection of the interior and exterior areas of the subject property, defined scope of work, statement of assumptions and limiting conditions, and appraiser's certification, my (our) opinion of the market value, as defined, of the real property that is the subject of this report is \$ **37,900** as of **10/24/2016**, which is the date of inspection and the effective date of this appraisal.

# Uniform Residential Appraisal Report

File No. City of Enid

ADDITIONAL COMMENTS

REF: INTENDED USE/ INTENDED USERS: THE INTENDED USER OF THIS APPRAISAL REPORT IS THE LENDER/ CLIENT. THE INTENDED USE IS TO EVALUATE THE PROPERTY THAT IS THE SUBJECT OF THIS APPRAISAL FOR A MORTGAGE FINANCE TRANSACTION, SUBJECT TO THE STATED SCOPE OF WORK, PURPOSE OF THE APPRAISAL REPORTING REQUIREMENTS OF THIS APPRAISAL REPORT FORM/CLIENT AND THE DEFINITION OF MARKET VALUE. NO ADDITIONAL INTENDED USERS OR USE IS IDENTIFIED BY THIS APPRAISER.

ONLY THE CLIENT AND INTENDED USERS( IDENTIFIED BY THE APPRAISER FOR THIS ASSIGNMENT) ARE AUTHORIZED FOR USE OF THIS WORK; NO OTHER AGENCIES ARE AUTHORIZED USE OF ANY PART OF THIS WORK.

REF: EXTRAORDINARY ASSUMPTIONS: THE COMPARABLES CONTAIN CONFIDENTIAL INFORMATION RELATED TO PRICING, MOTIVATIONS, NEGOTIATIONS, CONCESSIONS, FEES,ETC, THAT ARE NOT TYPICALLY MADE KNOWN TO THOSE NOT A PART OF THE AGREEMENT OR CLOSING. EVEN WHEN PROVIDED AN INTERVIEW THAT CONFIRMS PARTS OF A TRANSACTION, THE VALUES HEREIN ARE BASED ON THE ASSUMPTION THAT THE DATA REPORTED TO THE SOURCES USED IS CORRECT AND REFLECTS THE SPECIFIC MARKETABLE FEATURES. WHEN MORE THAN ONE SOURCE IS STATED AND THERE ARE DIFFERENCES IN THE LEVELS/AMOUNTS OF THE FEATURES RELEVANT FOR REFINEMENT, THE SOURCE DEEMED MOST RELIABLE AND REFLECTIVE OF THE COMPARABLE AS OF THE DATE OF THAT RESPECTIVE SALE WILL BE USED FOR COMPARISON.

ANY REFERENCES IN THIS SOFTWARE REGARDING CLIENTS, INTENDED USERS, VALUE, CONDITIONS, CHARACTERISTICS, AND/ OR SCOPE OF WORK ARE SUPERSEDED BY DATA EXPRESSLY ENTERED AS A PART OF THIS ASSIGNMENT.

The Appraiser certifies that the appraisal was prepared in accordance with the requirements of Title XI of the Financial Institutions Reform, Recovery and Enforcement Act of 1989, as amended (12 U.S.C. 3331 et seq), and any implementing regulations.

I have performed no (or the specified) services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

The subject property is located approximately 42 miles from my office. This assignment requires geographic competency as part of the scope of work. I have spent sufficient time in the subjects market and understand the nuances of the local market and the supply and demand factors relating to the specific property type and the location involved. Such understanding will not be imparted solely from a consideration of specific data such as demographics, costs, sales and rentals.

COST APPROACH

**COST APPROACH TO VALUE (not required by Fannie Mae)**

Provide adequate information for the lender/client to replicate the below cost figures and calculations.

Support for the opinion of site value (summary of comparable land sales or other methods for estimating site value) The Subject's site value was obtained through analysis of historical data from court house records.

|   |  |  |           |
|---|--|--|-----------|
| ESTIMATED <input type="checkbox"/> REPRODUCTION OR <input checked="" type="checkbox"/> REPLACEMENT COST NEW | OPINION OF SITE VALUE .....              | = \$                                   | 2,600     |
| Source of cost data   | Dwelling                                 | 767 Sq. Ft. @ \$                       | 0         |
| Quality rating from cost service  | Effective date of cost data              | Sq. Ft. @ \$                           |           |
| Comments on Cost Approach (gross living area calculations, depreciation, etc.)                              |  |  |           |
| Due to the Subject's age and to avoid misleading results the Cost Approach was not completed.               | Garage/Carport                           | Sq. Ft. @ \$                           | 0         |
|   | Total Estimate of Cost-New               |  | 0         |
|   | Less 60 Physical                         | Functional                             | External  |
|   | Depreciation 58%                         |  | = \$ ( 0) |
|   | Depreciated Cost of Improvements .....   |  | 0         |
|   | "As-is" Value of Site Improvements ..... |  |           |
| Estimated Remaining Economic Life (HUD and VA only)   | 25 Years                                 | INDICATED VALUE BY COST APPROACH ..... | = \$      |

INCOME

**INCOME APPROACH TO VALUE (not required by Fannie Mae)**

Estimated Monthly Market Rent \$ X Gross Rent Multiplier = \$ 0 Indicated Value by Income Approach

Summary of Income Approach (including support for market rent and GRM)

PUD INFORMATION

**PROJECT INFORMATION FOR PUDs (if applicable)**

Is the developer/builder in control of the Homeowners' Association (HOA)?  Yes  No Unit type(s)  Detached  Attached

Provide the following information for PUDs ONLY if the developer/builder is in control of the HOA and the subject property is an attached dwelling unit.

Legal name of project

Total number of phases Total number of units Total number of units sold

Total number of units rented Total number of units for sale Data source(s)

Was the project created by the conversion of an existing building(s) into a PUD?  Yes  No If Yes, date of conversion.

Does the project contain any multi-dwelling units?  Yes  No Data source(s)

Are the units, common elements, and recreation facilities complete?  Yes  No If No, describe the status of completion.

Are the common elements leased to or by the Homeowners' Association?  Yes  No If Yes, describe the rental terms and options.

Describe common elements and recreational facilities.

## Uniform Residential Appraisal Report

File No. City of Enid

This report form is designed to report an appraisal of a one-unit property or a one-unit property with an accessory unit; including a unit in a planned unit development (PUD). This report form is not designed to report an appraisal of a manufactured home or a unit in a condominium or cooperative project.

This appraisal report is subject to the following scope of work, intended use, intended user, definition of market value, statement of assumptions and limiting conditions, and certifications. Modifications, additions, or deletions to the intended use, intended user, definition of market value, or assumptions and limiting conditions are not permitted. The appraiser may expand the scope of work to include any additional research or analysis necessary based on the complexity of this appraisal assignment. Modifications or deletions to the certifications are also not permitted. However, additional certifications that do not constitute material alterations to this appraisal report, such as those required by law or those related to the appraiser's continuing education or membership in an appraisal organization, are permitted.

**SCOPE OF WORK:** The scope of work for this appraisal is defined by the complexity of this appraisal assignment and the reporting requirements of this appraisal report form, including the following definition of market value, statement of assumptions and limiting conditions, and certifications. The appraiser must, at a minimum: (1) perform a complete visual inspection of the interior and exterior areas of the subject property, (2) inspect the neighborhood, (3) inspect each of the comparable sales from at least the street, (4) research, verify, and analyze data from reliable public and/or private sources, and (5) report his or her analysis, opinions, and conclusions in this appraisal report.

**INTENDED USE:** The intended use of this appraisal report is for the lender/client to evaluate the property that is the subject of this appraisal for a mortgage finance transaction.

**INTENDED USER:** The intended user of this appraisal report is the lender/client.

**DEFINITION OF MARKET VALUE:** The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he or she considers his or her own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U. S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions\* granted by anyone associated with the sale.

\*Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgment.

**STATEMENT OF ASSUMPTIONS AND LIMITING CONDITIONS:** The appraiser's certification in this report is subject to the following assumptions and limiting conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it, except for information that he or she became aware of during the research involved in performing this appraisal. The appraiser assumes that the title is good and marketable and will not render any opinions about the title.
2. The appraiser has provided a sketch in this appraisal report to show the approximate dimensions of the improvements. The sketch is included only to assist the reader in visualizing the property and understanding the appraiser's determination of its size.
3. The appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in this appraisal report whether any portion of the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
4. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand, or as otherwise required by law.
5. The appraiser has noted in this appraisal report any adverse conditions (such as needed repairs, deterioration, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property or that he or she became aware of during the research involved in performing this appraisal. Unless otherwise stated in this appraisal report, the appraiser has no knowledge of any hidden or unapparent physical deficiencies or adverse conditions of the property (such as, but not limited to, needed repairs, deterioration, the presence of hazardous wastes, toxic substances, adverse environmental conditions, etc.) that would make the property less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, this appraisal report must not be considered as an environmental assessment of the property.
6. The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that the completion, repairs, or alterations of the subject property will be performed in a professional manner.

## Uniform Residential Appraisal Report

**APPRAISER'S CERTIFICATION:** The Appraiser certifies and agrees that:

1. I have, at a minimum, developed and reported this appraisal in accordance with the scope of work requirements stated in this appraisal report.
2. I performed a complete visual inspection of the interior and exterior areas of the subject property. I reported the condition of the improvements in factual, specific terms. I identified and reported the physical deficiencies that could affect the livability, soundness, or structural integrity of the property.
3. I performed this appraisal in accordance with the requirements of the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place at the time this appraisal report was prepared.
4. I developed my opinion of the market value of the real property that is the subject of this report based on the sales comparison approach to value. I have adequate comparable market data to develop a reliable sales comparison approach for this appraisal assignment. I further certify that I considered the cost and income approaches to value but did not develop them, unless otherwise indicated in this report.
5. I researched, verified, analyzed, and reported on any current agreement for sale for the subject property, any offering for sale of the subject property in the twelve months prior to the effective date of this appraisal, and the prior sales of the subject property for a minimum of three years prior to the effective date of this appraisal, unless otherwise indicated in this report.
6. I researched, verified, analyzed, and reported on the prior sales of the comparable sales for a minimum of one year prior to the date of sale of the comparable sale, unless otherwise indicated in this report.
7. I selected and used comparable sales that are locationally, physically, and functionally the most similar to the subject property.
8. I have not used comparable sales that were the result of combining a land sale with the contract purchase price of a home that has been built or will be built on the land.
9. I have reported adjustments to the comparable sales that reflect the market's reaction to the differences between the subject property and the comparable sales.
10. I verified, from a disinterested source, all information in this report that was provided by parties who have a financial interest in the sale or financing of the subject property.
11. I have knowledge and experience in appraising this type of property in this market area.
12. I am aware of, and have access to, the necessary and appropriate public and private data sources, such as multiple listing services, tax assessment records, public land records and other such data sources for the area in which the property is located.
13. I obtained the information, estimates, and opinions furnished by other parties and expressed in this appraisal report from reliable sources that I believe to be true and correct.
14. I have taken into consideration the factors that have an impact on value with respect to the subject neighborhood, subject property, and the proximity of the subject property to adverse influences in the development of my opinion of market value. I have noted in this appraisal report any adverse conditions (such as, but not limited to, needed repairs, deterioration, the presence of hazardous wastes, toxic substances, adverse environmental conditions, etc.) observed during the inspection of the subject property or that I became aware of during the research involved in performing this appraisal. I have considered these adverse conditions in my analysis of the property value, and have reported on the effect of the conditions on the value and marketability of the subject property.
15. I have not knowingly withheld any significant information from this appraisal report and, to the best of my knowledge, all statements and information in this appraisal report are true and correct.
16. I stated in this appraisal report my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the assumptions and limiting conditions in this appraisal report.
17. I have no present or prospective interest in the property that is the subject of this report, and I have no present or prospective personal interest or bias with respect to the participants in the transaction. I did not base, either partially or completely, my analysis and/or opinion of market value in this appraisal report on the race, color, religion, sex, age, marital status, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property or on any other basis prohibited by law.
18. My employment and/or compensation for performing this appraisal or any future or anticipated appraisals was not conditioned on any agreement or understanding, written or otherwise, that I would report (or present analysis supporting) a predetermined specific value, a predetermined minimum value, a range or direction in value, a value that favors the cause of any party, or the attainment of a specific result or occurrence of a specific subsequent event (such as approval of a pending mortgage loan application).
19. I personally prepared all conclusions and opinions about the real estate that were set forth in this appraisal report. If I relied on significant real property appraisal assistance from any individual or individuals in the performance of this appraisal or the preparation of this appraisal report, I have named such individual(s) and disclosed the specific tasks performed in this appraisal report. I certify that any individual so named is qualified to perform the tasks. I have not authorized anyone to make a change to any item in this appraisal report; therefore, any change made to this appraisal is unauthorized and I will take no responsibility for it.
20. I identified the lender/client in this appraisal report who is the individual, organization, or agent for the organization that ordered and will receive this appraisal report.
21. The lender/client may disclose or distribute this appraisal report to: the borrower; another lender at the request of the borrower; the mortgagee or its successors and assigns; mortgage insurers; government sponsored enterprises; other secondary market participants; data collection or reporting services; professional appraisal organizations; any department, agency, or instrumentality of the United States; and any state, the District of Columbia, or other jurisdictions; without having to obtain the appraiser's or supervisory appraiser's (if applicable) consent. Such consent must be obtained before this appraisal report may be disclosed or distributed to any other party (including, but not limited to, the public through advertising, public relations, news, sales, or other media).

# Uniform Residential Appraisal Report

File No. City of Enid

22. I am aware that any disclosure or distribution of this appraisal report by me or the lender/client may be subject to certain laws and regulations. Further, I am also subject to the provisions of the Uniform Standards of Professional Appraisal Practice that pertain to disclosure or distribution by me.

23. The borrower, another lender at the request of the borrower, the mortgagee or its successors and assigns, mortgage insurers, government sponsored enterprises, and other secondary market participants may rely on this appraisal report as part of any mortgage finance transaction that involves any one or more of these parties.


24. If this appraisal report was transmitted as an "electronic record" containing my "electronic signature," as those terms are defined in applicable federal and/or state laws (excluding audio and video recordings), or a facsimile transmission of this appraisal report containing a copy or representation of my signature, the appraisal report shall be as effective, enforceable and valid as if a paper version of this appraisal report were delivered containing my original hand written signature.

25. Any intentional or negligent misrepresentation(s) contained in this appraisal report may result in civil liability and/or criminal penalties including, but not limited to, fine or imprisonment or both under the provisions of Title 18, United States Code, Section 1001, et seq., or similar state laws.

**SUPERVISORY APPRAISER'S CERTIFICATION:** The Supervisory Appraiser certifies and agrees that:

1. I directly supervised the appraiser for this appraisal assignment, have read the appraisal report, and agree with the appraiser's analysis, opinions, statements, conclusions, and the appraiser's certification.
2. I accept full responsibility for the contents of this appraisal report including, but not limited to, the appraiser's analysis, opinions, statements, conclusions, and the appraiser's certification.
3. The appraiser identified in this appraisal report is either a sub-contractor or an employee of the supervisory appraiser (or the appraisal firm), is qualified to perform this appraisal, and is acceptable to perform this appraisal under the applicable state law.
4. This appraisal report complies with the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place at the time this appraisal report was prepared.
5. If this appraisal report was transmitted as an "electronic record" containing my "electronic signature," as those terms are defined in applicable federal and/or state laws (excluding audio and video recordings), or a facsimile transmission of this appraisal report containing a copy or representation of my signature, the appraisal report shall be as effective, enforceable and valid as if a paper version of this appraisal report were delivered containing my original hand written signature.

**APPRAISER**

Signature   
 Name Mark DeMoss  
 Company Name DeMoss Appraisal Services  
 Company Address 812 N 2nd Street  
Okeene, OK 73763  
 Telephone Number 580-603-0318  
 Email Address demossappraisals@gmail.com  
 Date of Signature and Report 11/04/2016  
 Effective Date of Appraisal 10/24/2016  
 State Certification # \_\_\_\_\_  
 or State License # 12706SLA  
 or Other (describe) \_\_\_\_\_ State # \_\_\_\_\_  
 State OK  
 Expiration Date of Certification or License 05/31/2018

ADDRESS OF PROPERTY APPRAISED  
121 N 16th Street  
Enid, OK 73701

APPRAISED VALUE OF SUBJECT PROPERTY \$ 37,900

LENDER/CLIENT  
 Name No AMC  
 Company Name City of Enid  
 Company Address 401 West Owen K. Garriott Road  
Enid, OK 73702  
 Email Address \_\_\_\_\_

**SUPERVISORY APPRAISER (ONLY IF REQUIRED)**

Signature \_\_\_\_\_  
 Name \_\_\_\_\_  
 Company Name \_\_\_\_\_  
 Company Address \_\_\_\_\_  
 Telephone Number \_\_\_\_\_  
 Email Address \_\_\_\_\_  
 Date of Signature \_\_\_\_\_  
 State Certification # \_\_\_\_\_  
 or State License # \_\_\_\_\_  
 State \_\_\_\_\_  
 Expiration Date of Certification or License \_\_\_\_\_

SUBJECT PROPERTY  
 Did not inspect subject property  
 Did inspect exterior of subject property from street  
 Date of Inspection \_\_\_\_\_  
 Did inspect interior and exterior of subject property  
 Date of Inspection \_\_\_\_\_

COMPARABLE SALES  
 Did not inspect exterior of comparable sales from street  
 Did inspect exterior of comparable sales from street  
 Date of Inspection \_\_\_\_\_



# Uniform Appraisal Dataset Definitions

## Condition Ratings and Definitions

**C1** The improvements have been very recently constructed and have not previously been occupied. The entire structure and all components are new and the dwelling features no physical depreciation.\*

*\*Note: Newly constructed improvements that feature recycled materials and/or components can be considered new dwellings provided that the dwelling is placed on a 100% new foundation and the recycled materials and the recycled components have been rehabilitated/re-manufactured into like-new condition. Recently constructed improvements that have not been previously occupied are not considered "new" if they have any significant physical depreciation (i.e., newly constructed dwellings that have been vacant for an extended period of time without adequate maintenance or upkeep).*

**C2** The improvements feature no deferred maintenance, little or no physical depreciation, and require no repairs. Virtually all building components are new or have been recently repaired, refinished, or rehabilitated. All outdated components and finishes have been updated and/or replaced with components that meet current standards. Dwellings in this category either are almost new or have been recently completely renovated and are similar in condition to new construction.

*\*Note: The improvements represent a relatively new property that is well maintained with no deferred maintenance and little or no physical depreciation, or an older property that has been recently completely renovated.*

**C3** The improvements are well maintained and feature limited physical depreciation due to normal wear and tear. Some components, but not every major building component, may be updated or recently rehabilitated. The structure has been well maintained.

*\*Note: The improvement is in its first-cycle of replacing short-lived building components (appliances, floor coverings, HVAC, etc.) and is being well maintained. Its estimated effective age is less than its actual age. It also may reflect a property in which the majority of short-lived building components have been replaced but not to the level of a complete renovation.*

**C4** The improvements feature some minor deferred maintenance and physical deterioration due to normal wear and tear. The dwelling has been adequately maintained and requires only minimal repairs to building components/mechanical systems and cosmetic repairs. All major building components have been adequately maintained and are functionally adequate.

*\*Note: The estimated effective age may be close to or equal to its actual age. It reflects a property in which some of the short-lived building components have been replaced, and some short-lived building components are at or near the end of their physical life expectancy; however, they still function adequately. Most minor repairs have been addressed on an ongoing basis resulting in an adequately maintained property.*

**C5** The improvements feature obvious deferred maintenance and are in need of some significant repairs. Some building components need repairs, rehabilitation, or updating. The functional utility and overall livability is somewhat diminished due to condition, but the dwelling remains useable and functional as a residence.

*\*Note: Some significant repairs are needed to the improvements due to the lack of adequate maintenance. It reflects a property in which many of its short-lived building components are at the end of or have exceeded their physical life expectancy but remain functional.*

**C6** The improvements have substantial damage or deferred maintenance with deficiencies or defects that are severe enough to affect the safety, soundness, or structural integrity of the improvements. The improvements are in need of substantial repairs and rehabilitation, including many or most major components.

*\*Note: Substantial repairs are needed to the improvements due to the lack of adequate maintenance or property damage. It reflects a property with conditions severe enough to affect the safety, soundness, or structural integrity of the improvements.*

## Quality Ratings and Definitions

**Q1** Dwellings with this quality rating are usually unique structures that are individually designed by an architect for a specified user. Such residences typically are constructed from detailed architectural plans and specifications and feature an exceptionally high level of workmanship and exceptionally high-grade materials throughout the interior and exterior of the structure. The design features exceptionally high-quality exterior refinements and ornamentation, and exceptionally high-quality interior refinements. The workmanship, materials, and finishes throughout the dwelling are of exceptionally high quality.

**Q2** Dwellings with this quality rating are often custom designed for construction on an individual property owner's site. However, dwellings in this quality grade are also found in high-quality tract developments featuring residences constructed from individual plans or from highly modified or upgraded plans. The design features detailed, high-quality exterior ornamentation, high-quality interior refinements, and detail. The workmanship, materials, and finishes throughout the dwelling are generally of high or very high quality.

**Q3** Dwellings with this quality rating are residences of higher quality built from individual or readily available designer plans in above-standard residential tract developments or on an individual property owner's site. The design includes significant exterior ornamentation and interiors that are well finished. The workmanship exceeds acceptable standards and many materials and finishes throughout the dwelling have been upgraded from "stock" standards.

**Q4** Dwellings with this quality rating meet or exceed the requirements of applicable building codes. Standard or modified standard building plans are utilized and the design includes adequate fenestration and some exterior ornamentation and interior refinements. Materials, workmanship, finish, and equipment are of stock or builder grade and may feature some upgrades.

**Q5** Dwellings with this quality rating feature economy of construction and basic functionality as main considerations. Such dwellings feature a plain design using readily available or basic floor plans featuring minimal fenestration and basic finishes with minimal exterior ornamentation and limited interior detail. These dwellings meet minimum building codes and are constructed with inexpensive, stock materials with limited refinements and upgrades.

**Q6** Dwellings with this quality rating are of basic quality and lower cost; some may not be suitable for year-round occupancy. Such dwellings are often built with simple plans or without plans, often utilizing the lowest quality building materials. Such dwellings are often built or expanded by persons who are professionally unskilled or possess only minimal construction skills. Electrical, plumbing, and other mechanical systems and equipment may be minimal or non-existent. Older dwellings may feature one or more substandard or non-conforming additions to the original structure.

## Definitions of Not Updated, Updated, and Remodeled

### Not Updated

**Little or no updating or modernization. This description includes, but is not limited to, new homes.**

Residential properties of fifteen years of age or less often reflect an original condition with no updating, if no major components have been replaced or updated. Those over fifteen years of age are also considered not updated if the appliances, fixtures, and finishes are predominantly dated. An area that is 'Not Updated' may still be well maintained and fully functional, and this rating does not necessarily imply deferred maintenance or physical /functional deterioration.

### Updated

**The area of the home has been modified to meet current market expectations. These modifications are limited in terms of both scope and cost.**

An updated area of the home should have an improved look and feel, or functional utility. Changes that constitute updates include refurbishment and/or replacing components to meet existing market expectations. Updates do not include significant alterations to the existing structure.

### Remodeled

**Significant finish and/or structural changes have been made that increase utility and appeal through complete replacement and/or expansion.**

A remodeled area reflects fundamental changes that include multiple alterations. These alterations may include some or all of the following: replacement of a major component (cabinet(s), bathtub, or bathroom tile), relocation of plumbing/gas fixtures/appliances, significant structural alterations (relocating walls, and/or the addition of square footage). This would include a complete gutting and rebuild.

## Explanation of Bathroom Count

The number of full and half baths is reported by separating the two values by a period. The full bath is represented to the left of the period. The half bath count is represented to the right of the period. Three-quarter baths are to be counted as a full bath in all cases. Quarter baths (baths that feature only toilet) are not to be included in the bathroom count.



## ADDENDUM

Borrower: City of Enid

File No.: City of Enid

Property Address: 121 N 16th Street

Case No.:

City: Enid

State: OK

Zip: 73701

Lender: City of Enid

### Neighborhood Market Conditions

Typical financing (FHA, VA, and conventional) are available for the subject's market area. Growth rate is stable. Property values appear to be stable with sporadic increases over time with sporadic increases over time. Supply and demand are in balance and typical marketing time is 1-6 months with a some taking longer or less time. No adverse market conditions were noted at the time of inspection. Exposure time for the subject is 1-6 months with a few taking longer and a few taking less time than others.

### Site Comments

The Appraiser is not a land surveyor therefore the site dimensions or site size and the position of the subject on the subject's site are obtained through court house records. If information obtained by the court house records are found to be incorrect than the Appraiser is recommending that a survey of the subject's site be done or one be provided to the Appraiser.

No adverse easements, encroachments, or environmental conditions were at the time of inspection. This is inclusive of mold, waste, or other environmental conditions. However the appraiser is not a home or environmental inspector. the appraiser provides an opinion of value only. The appraiser does not guarantee that the property is free of defects, or incremental problems.

The census tract was obtained from <http://www.huduser.gov/QCT/qctmap.html>

Flood map: <https://msc.fema.gov/>

### Condition of the Property

Continued from Condition of the Property: and swift standards. The depreciation is based on the effective age of the subject. An appraisal inspection is not a home inspection. Information contained herein pertains to the specific date of inspection and does not warrant the property or systems after the inspection date, nor does it offer warranties or guarantees of any kind.

### Comments on Sales Comparison

The Appraiser searched county court house records sales files and the local MLS for the past 12 months and the three comparables chosen were considered the most recent, most proximate, and most similar found at the time of inspection.

There were no site size adjustments made due to the market showed no reaction for the differences.

The square footage adjustment was obtained through market analysis.

There was on adjustment made for the Subject having Brick exterior. The Appraiser found no other homes in the Subject's area that were considered Comparable to the Subject that had brick exterior.

There was a condition adjustment made to all three Comparables and was based on the Subject's cost to cure/ items that need fixed to make it livable.

The Appraiser is assuming that the heating and air conditioner does work properly.

In the final reconciliation all three Comparable sales were considered which indicated a market value of 37,920 rounded to 37,900 or 49.41/sf.

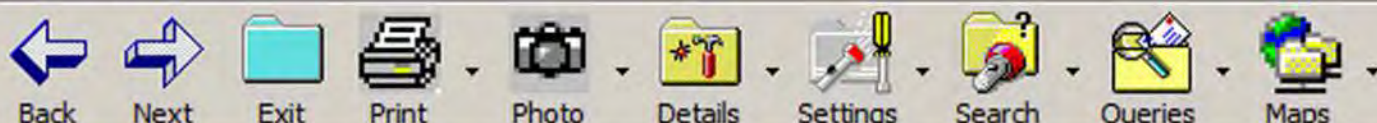
No personal property was included in the opinion of value.

There is a lack of market data for homes with one bedroom, builtin garage, and brick in the Subject's neighborhood. Therefore this value is on a more or less basis. However, the Comparables used are very similar in squarefootage and age. Comparable three also has one bedroom. The Subject having a builtin garage is very rare and the market's reaction is unknown for homes similar to the Subject. The type of buyers who are looking for a home similar to the Subject is also not as common as normal circumstances.

|                                     |                        |
|-------------------------------------|------------------------|
| Borrower: City of Enid              | File No.: City of Enid |
| Property Address: 121 N 16th Street | Case No.:              |
| City: Enid                          | State: OK              |
| Lender: City of Enid                | Zip: 73701             |

**PvPlus [Garfield County, OK]**

File View Detail Search Deeds Email State Help



No. of Bldgs: 1      1290-00-001-003-0-004-00      3:39:42 PM  
No. of Photos: 2  
No. of Sales: 0

**Owner Information**  
 CITY OF ENID  
 PO BOX 1768  
 ENID, OK 73702-1768

**Situs**  
 121 N 16 TH ST  
**Property Use**      **Date**  
 EXEMPT

**Subdivision Name**  
 BROMELEY ADDN SW/4 9-22  
**TwN/Rng - Area**  
 Enid

**Land Units**      **Square Feet**  
 0.43      0  
**Land Width**      **Land Depth**  
 59.33      80

|                  | <b>Assessed</b> | <b>Taxable Market</b> |
|------------------|-----------------|-----------------------|
| Land             | 0.              | 2580                  |
| Improvement      | 0.              | 14120                 |
| Mobile Home      | 0.              | 0.                    |
| Total Value      | 0.              | 16700                 |
| Total Exemptions | 0.              |                       |
| Taxable Value    | 0.              |                       |

**Detail Summary**  
**Design**  
 Gar,Ind,Loft  
**Year Built**  
 1930  
**Main Area**  
 1438  
**Sale Price**  
 0.  
**Sale Date**  
 00000000  
**Grantor**

**Total Tax Levy**      **98.09**      **Estimated Taxes**      **\$0**  
**School District**      Enid (57)      **Freeze**

**Legal Description**      **comments**  
 Lot 3 Block 1 sd-E57 BROMELEY ADDN SW/4 9-22-6

[F5 foward] [F6 backward] [F7 Sales] [F12 Photo] [Shift&F12 Bldg Data] [Escape Exit] [Ctrl & L total legal]

SUBJECT PROPERTY PHOTO ADDENDUM

|                                     |                        |            |
|-------------------------------------|------------------------|------------|
| Borrower: City of Enid              | File No.: City of Enid |            |
| Property Address: 121 N 16th Street | Case No.:              |            |
| City: Enid                          | State: OK              | Zip: 73701 |
| Lender: City of Enid                |                        |            |

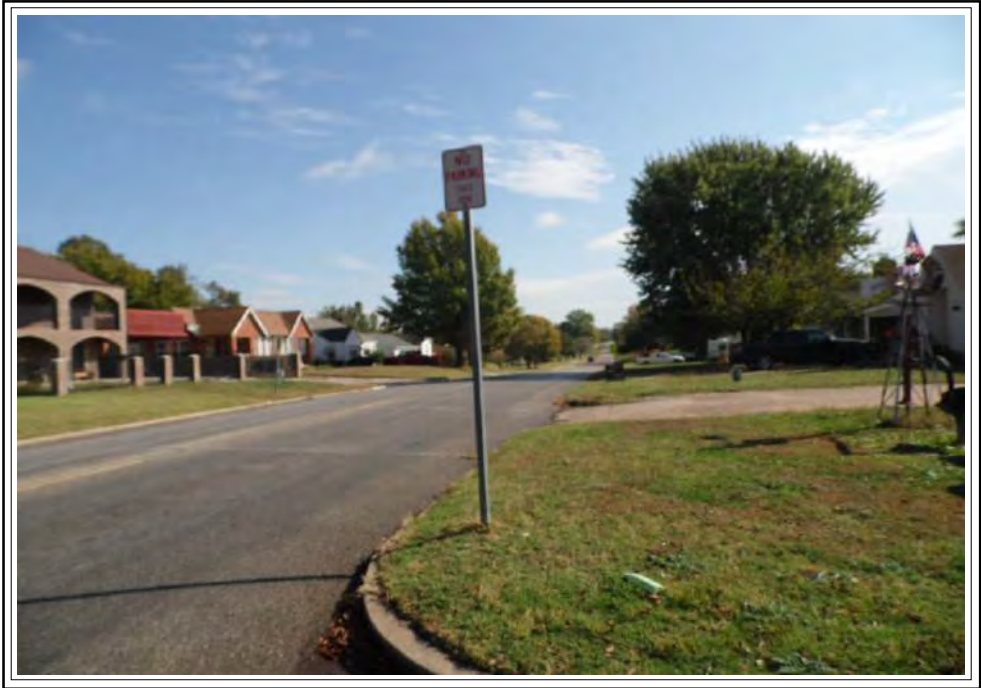


**FRONT VIEW OF  
SUBJECT PROPERTY**

Appraised Date: October 24, 2016  
Appraised Value: \$ 37,900



**REAR VIEW OF  
SUBJECT PROPERTY**



**STREET SCENE**

# INTERIOR PHOTOS

Borrower: City of Enid  
Property Address: 121 N 16th Street  
City: Enid  
Lender: City of Enid

File No.: City of Enid  
Case No.:  
State: OK  
Zip: 73701



## Kitchen

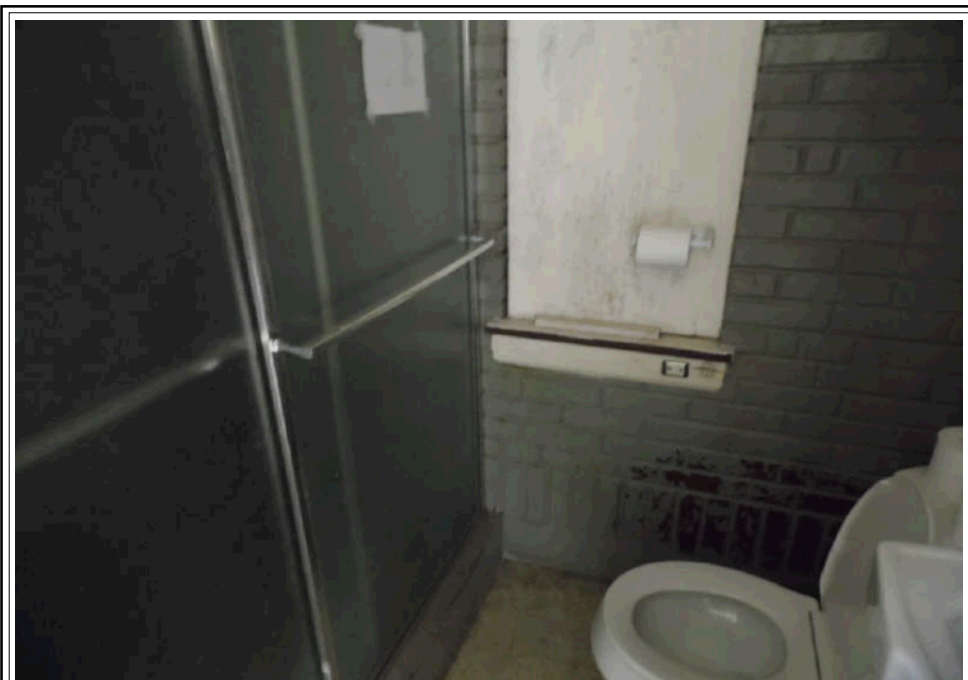
Comment:  
Average condition



## Living Area

Description:  
Living Room

Comment:



## Bathroom

Description:  
Main Bath

Comment:  
Good condition

|                                     |                        |            |
|-------------------------------------|------------------------|------------|
| Borrower: City of Enid              | File No.: City of Enid |            |
| Property Address: 121 N 16th Street | Case No.:              |            |
| City: Enid                          | State: OK              | Zip: 73701 |
| Lender: City of Enid                |                        |            |



Kitchen

Average condition needs stove and fridge



Bedroom

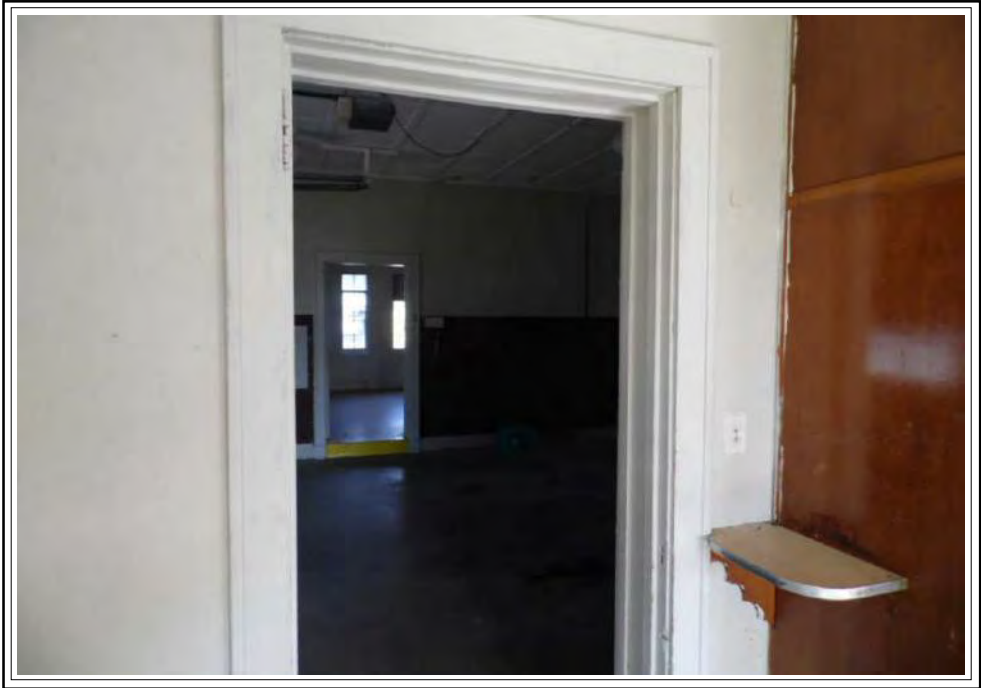
Average condition



Garage

Average condition

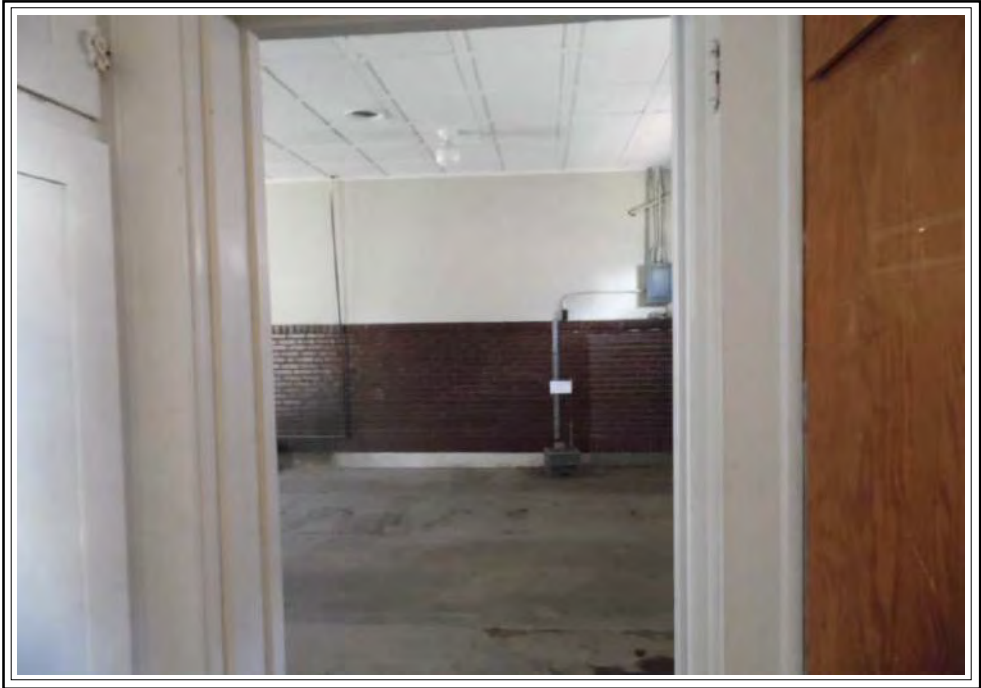
|                                     |                        |            |
|-------------------------------------|------------------------|------------|
| Borrower: City of Enid              | File No.: City of Enid |            |
| Property Address: 121 N 16th Street | Case No.:              |            |
| City: Enid                          | State: OK              | Zip: 73701 |
| Lender: City of Enid                |                        |            |



Need door installed



Missing window



Need door installed to Utility and bath



Borrower: City of Enid  
Property Address: 121 N 16th Street  
City: Enid  
Lender: City of Enid

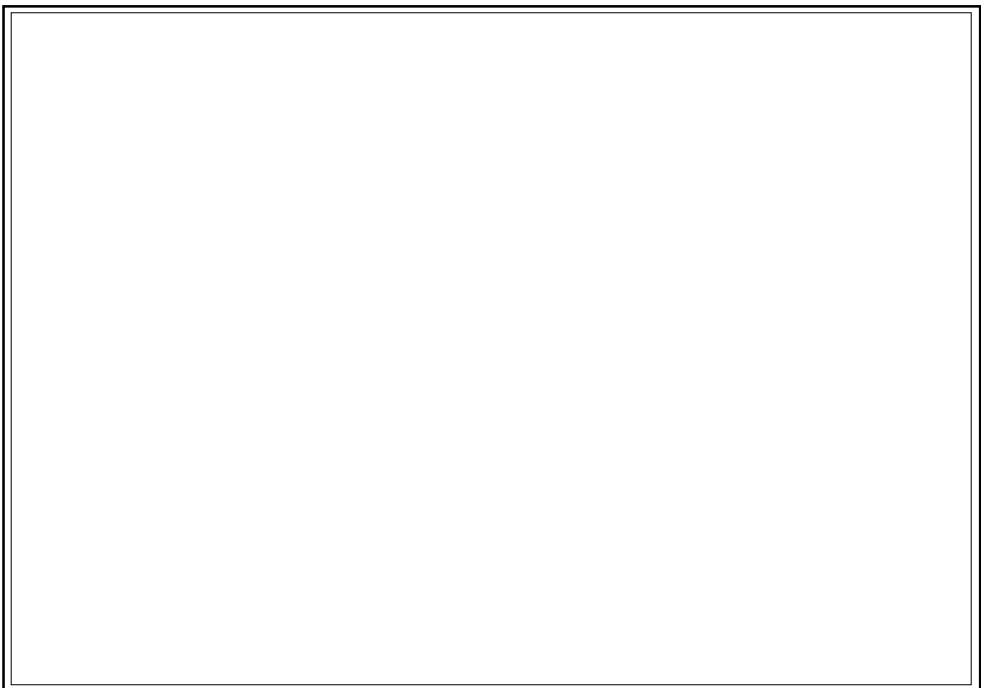
File No.: City of Enid  
Case No.:  
State: OK  
Zip: 73701



Garage area

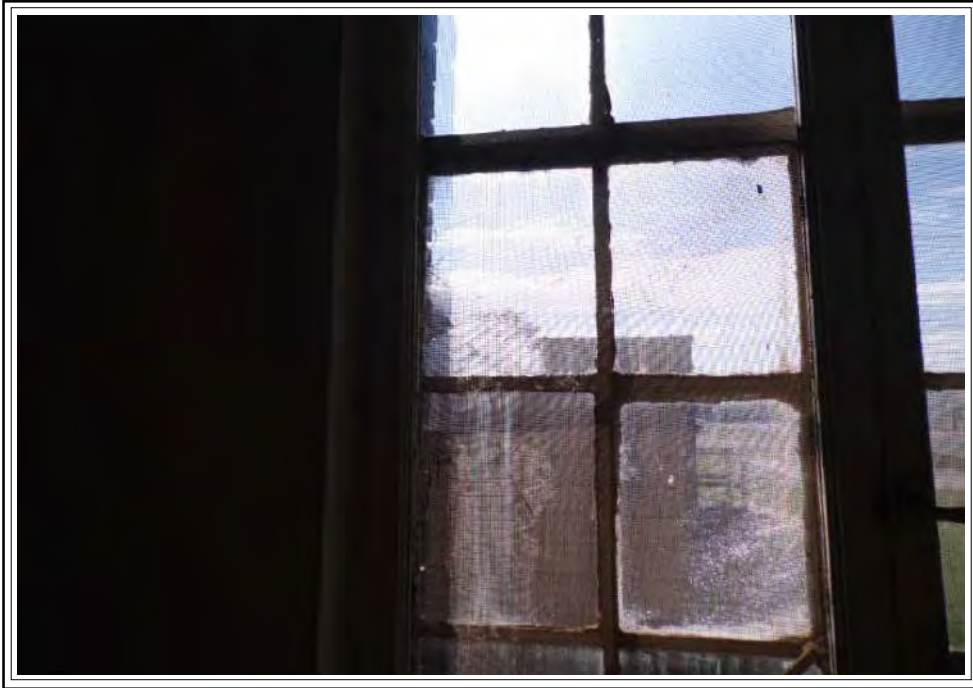


Ceiling needs painted



Borrower: City of Enid  
Property Address: 121 N 16th Street  
City: Enid  
Lender: City of Enid

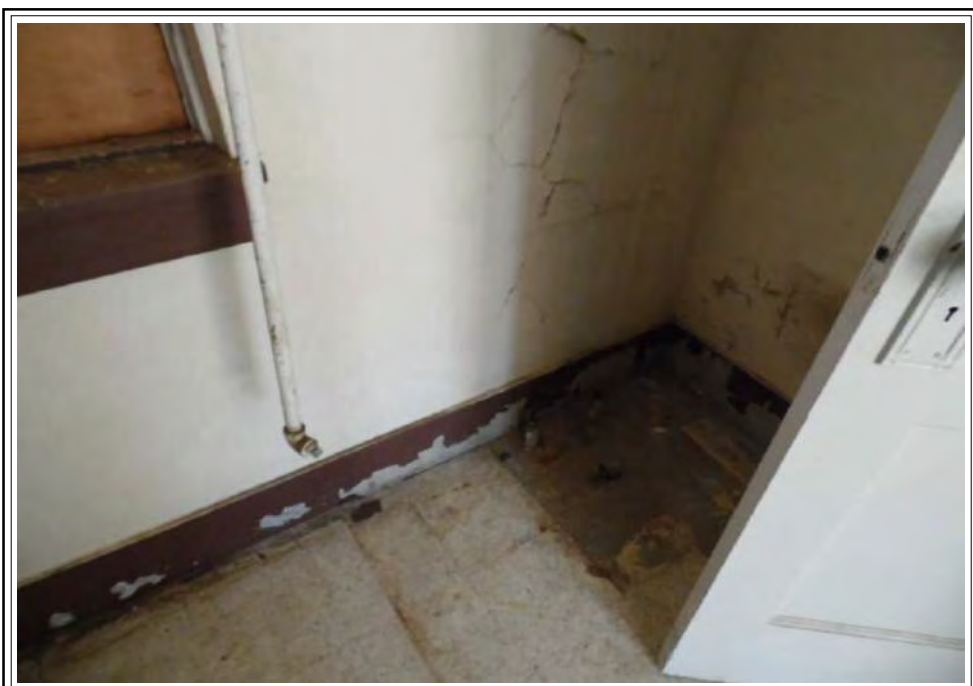
File No.: City of Enid  
Case No.:  
State: OK  
Zip: 73701



Broken glass in window

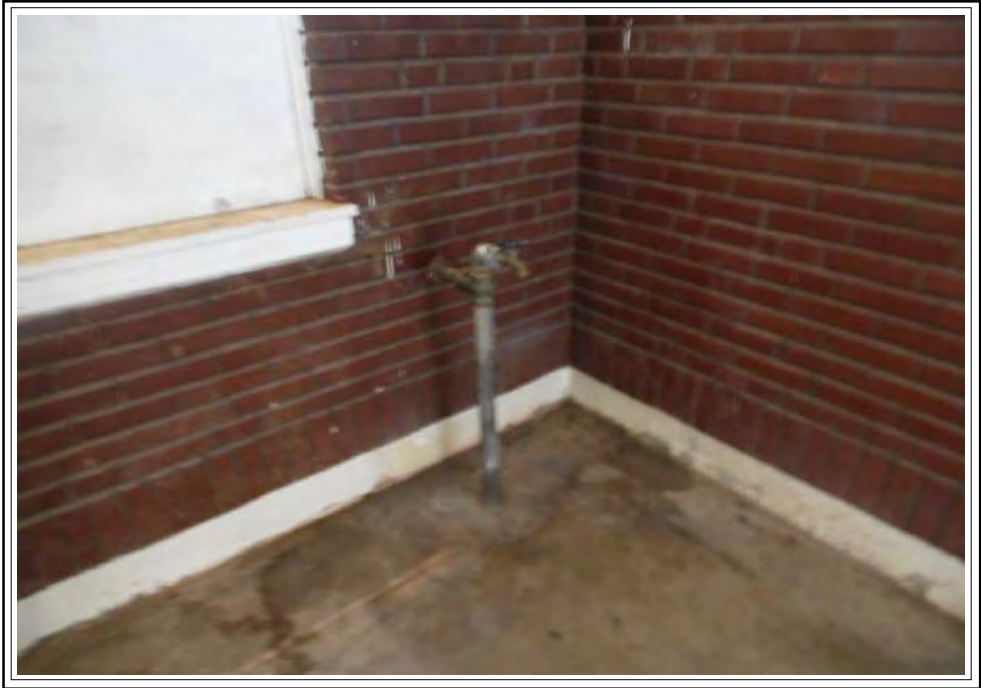


Shelves need removed and closet installed



Utility area

|                                     |                        |            |
|-------------------------------------|------------------------|------------|
| Borrower: City of Enid              | File No.: City of Enid |            |
| Property Address: 121 N 16th Street | Case No.:              |            |
| City: Enid                          | State: OK              | Zip: 73701 |
| Lender: City of Enid                |                        |            |



Hydrant in Garage area



Broken glass



Boarded windows, unsure of condition

Borrower: City of Enid  
Property Address: 121 N 16th Street  
City: Enid  
Lender: City of Enid

File No.: City of Enid  
Case No.:  
State: OK  
Zip: 73701



Large Shed



Alternative Street view



COMPARABLE PROPERTY PHOTO ADDENDUM

|                                     |                        |            |
|-------------------------------------|------------------------|------------|
| Borrower: City of Enid              | File No.: City of Enid |            |
| Property Address: 121 N 16th Street | Case No.:              |            |
| City: Enid                          | State: OK              | Zip: 73701 |
| Lender: City of Enid                |                        |            |



COMPARABLE SALE #1

1414 N 17th  
Enid, OK 73701  
Sale Date: s08/16;c07/16  
Sale Price: \$ 39,000



COMPARABLE SALE #2

717 N Malone Street  
Enid, OK 73701  
Sale Date: s06/16;c05/16  
Sale Price: \$ 37,250



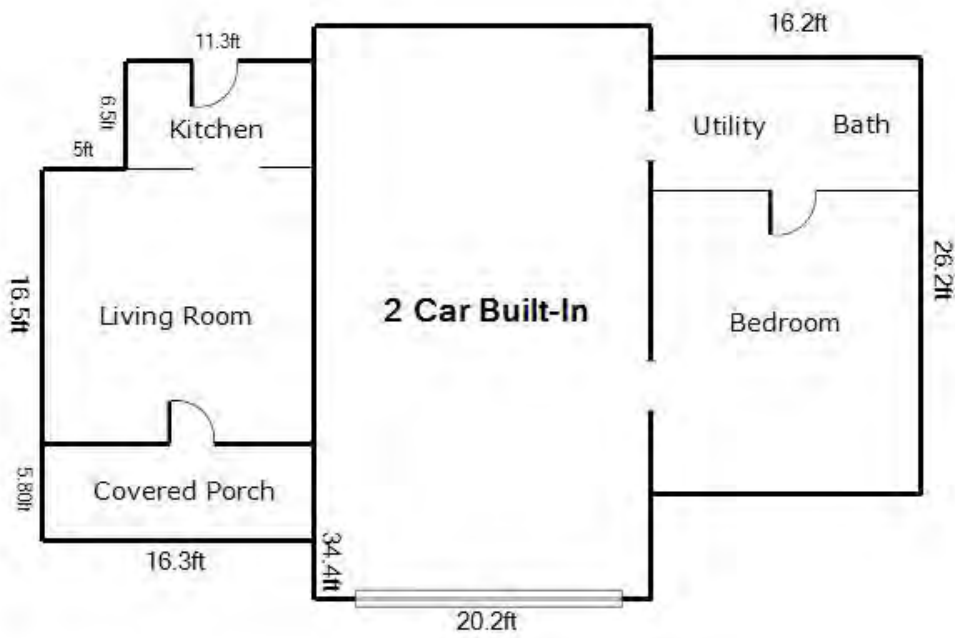
COMPARABLE SALE #3

1729 E Eucalyptus Avenue  
Enid, OK 73701  
Sale Date: s11/15;c11/15  
Sale Price: \$ 29,000

FLOORPLAN SKETCH

|                                     |                        |
|-------------------------------------|------------------------|
| Borrower: City of Enid              | File No.: City of Enid |
| Property Address: 121 N 16th Street | Case No.:              |
| City: Enid                          | State: OK              |
| Lender: City of Enid                | Zip: 73701             |

Sketch



| Living Area                         |                           | Area Calculation |                 |        |                                 |
|-------------------------------------|---------------------------|------------------|-----------------|--------|---------------------------------|
| First Floor                         | 342.4 ft <sup>2</sup>     | First Floor      |                 |        | x 1.00 = 342.4 ft <sup>2</sup>  |
| First Floor                         | 424.44 ft <sup>2</sup>    |                  | 16.3ft x 16.5ft | 1.00 = | 268.95 ft <sup>2</sup>          |
| <b>Nonliving Area</b>               |                           |                  | 6.5ft x 11.3ft  | 1.00 = | 73.45 ft <sup>2</sup>           |
| 2 Car Built-In                      | 694.88 ft <sup>2</sup>    | First Floor      |                 |        | x 1.00 = 424.44 ft <sup>2</sup> |
| 1 Story Porch                       | 94.54 ft <sup>2</sup>     |                  | 16.2ft x 28.2ft | 1.00 = | 424.44 ft <sup>2</sup>          |
| <b>Total Living Area (rounded):</b> | <b>767 ft<sup>2</sup></b> |                  |                 |        |                                 |

## REGIONAL MAP

Borrower: City of Enid  
 Property Address: 121 N 16th Street  
 City: Enid  
 Lender: City of Enid

File No.: City of Enid  
 Case No.:  
 State: OK                      Zip: 73701



**DELORME**  
 Data sets subject to licenses.  
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 www.delorme.com



# LOCATION MAP

Borrower: City of Enid  
Property Address: 121 N 16th Street  
City: Enid  
Lender: City of Enid

File No.: City of Enid  
Case No.:  
State: OK  
Zip: 73701





Aerial Photo

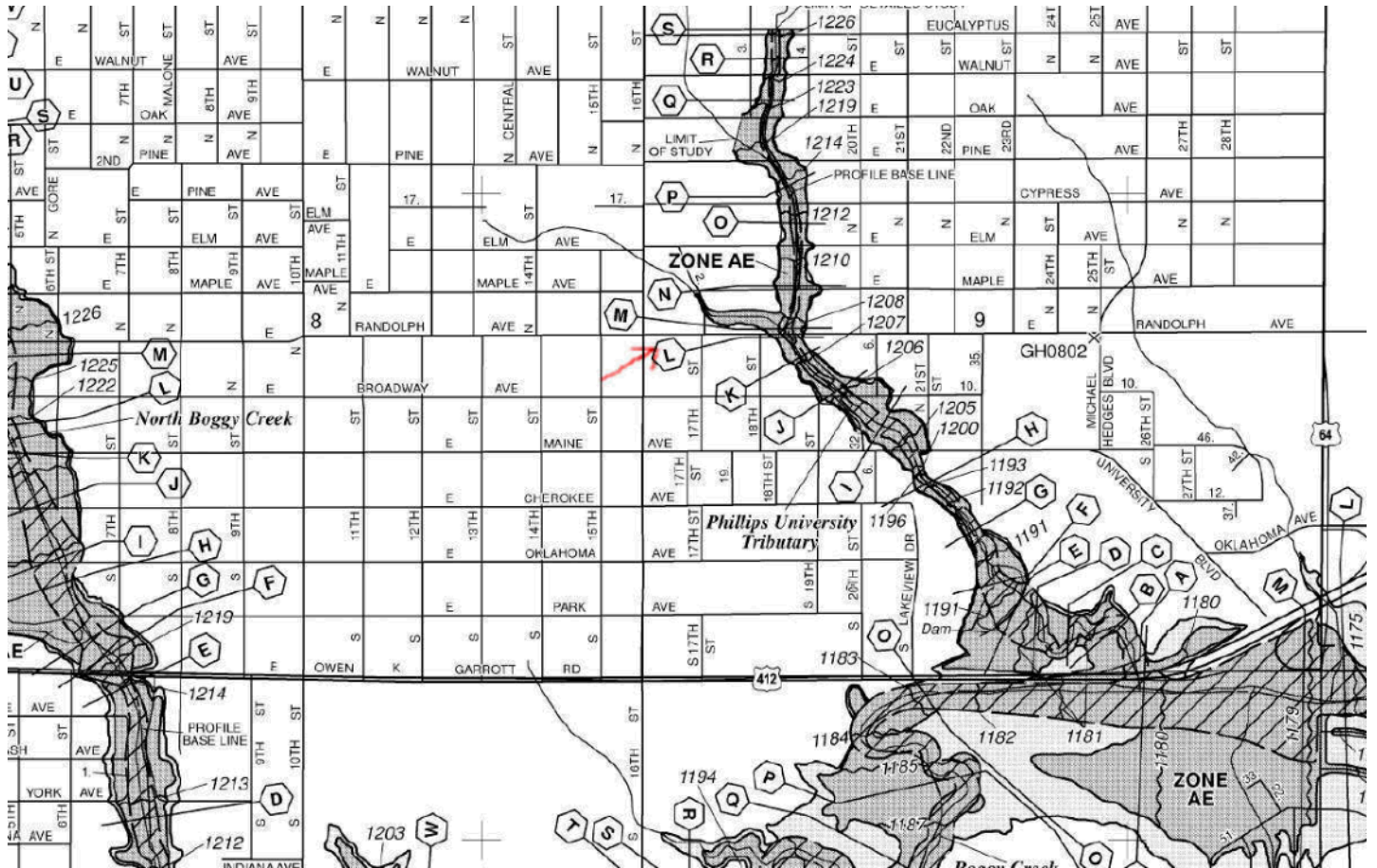
|                                     |                        |            |
|-------------------------------------|------------------------|------------|
| Borrower: City of Enid              | File No.: City of Enid |            |
| Property Address: 121 N 16th Street | Case No.:              |            |
| City: Enid                          | State: OK              | Zip: 73701 |
| Lender: City of Enid                |                        |            |



FLOOD MAP

Borrower: City of Enid  
Property Address: 121 N 16th Street  
City: Enid  
Lender: City of Enid

File No.: City of Enid  
Case No.:  
State: OK  
Zip: 73701



|                                     |                        |
|-------------------------------------|------------------------|
| Borrower: City of Enid              | File No.: City of Enid |
| Property Address: 121 N 16th Street | Case No.:              |
| City: Enid                          | State: OK              |
| Lender: City of Enid                | Zip: 73701             |



301 E. Fourth Street, Cincinnati, OH 45202

**DECLARATIONS**  
for  
**REAL ESTATE APPRAISERS**  
**ERRORS & OMISSIONS INSURANCE POLICY**

**THIS IS BOTH A CLAIMS MADE AND REPORTED INSURANCE POLICY.**

**THIS POLICY APPLIES TO THOSE CLAIMS THAT ARE FIRST MADE AGAINST THE INSURED AND REPORTED IN WRITING TO THE COMPANY DURING THE POLICY PERIOD.**

Insurance is afforded by the company indicated below: (A capital stock corporation)

Great American Assurance Company

Note: The Insurance Company selected above shall herein be referred to as the **Company**.

Policy Number: **RAP3668879-16**

Renewal of: **RAP3668879-15**

Program Administrator: **Herbert H. Landy Insurance Agency Inc.**  
75 Second Ave Suite 410 Needham, MA 02494-2876

Item 1. **Named Insured:** **Mark DeMoss**

Item 2. **Address:** **812 N 2nd Street P.O. Box 72**  
**City, State, Zip Code:** **Okene, OK 73763**

Item 3. **Policy Period:** From 07/17/2016 To 07/17/2017  
(Month, Day, Year) (Month, Day, Year)  
(Both dates at 12:01 a.m. Standard Time at the address of the **Named Insured** as stated in Item 2.)

Item 4. **Limits of Liability:**

- A. \$ 300,000 **Damages** Limit of Liability – Each Claim  
B. \$ 300,000 **Claim Expenses** Limit of Liability – Each Claim  
C. \$ 600,000 **Damages** Limit of Liability – Policy Aggregate  
D. \$ 600,000 **Claim Expenses** Limit of Liability – Policy Aggregate

Item 5. **Deductible (Inclusive of Claim Expenses):**

- A. \$ 500 Each Claim  
B. \$ 1,000 Aggregate

Item 6. **Premium:** \$ **501.00**

Item 7. **Retroactive Date (if applicable):** **07/17/2015**

Item 8. **Forms, Notices and Endorsements attached:**

**D42100 (03/15) D42300 OK (05/13)**  
**D42402 (05/13) IL7324 (08/12)**

*Renee A. Ferguson*  
Authorized Representative

Borrower: City of Enid  
Property Address: 121 N 16th Street  
City: Enid  
Lender: City of Enid

File No.: City of Enid  
Case No.:  
State: OK  
Zip: 73701

*State of Oklahoma*



*John D. Doak, Insurance Commissioner*

***Oklahoma Real Estate Appraiser Board***

*This is to certify that:*

***Mark A. DeMoss***

*has complied with the provisions of the Oklahoma Real Estate Appraisers Act to transact business as a **State Licensed Real Estate Appraiser** in the State of Oklahoma.*

*In Witness Whereof, I have hereunto set my hand and caused the seal of my office to be affixed at the City of Oklahoma City, State of Oklahoma, this 20th day of May A.D. 2015.*

*John D. Doak*

*John D. Doak, Insurance Commissioner  
Chairperson, Oklahoma Real Estate Appraiser Board*

*Members, Oklahoma Real Estate Appraiser Board*



*James R. Aitman*

*Shelley Brundt*

*P. Gene Wampler*

*Stephanie L. Walker*

*Gregory Sage*

*John D. Doak*

*Mark A. DeMoss*

*Expires: 5/31/2018*

*Oklahoma Appraiser Number: 12706SLA*



Subject Front View



Subject Rear View

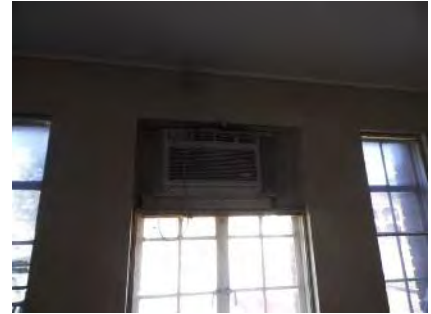
Title



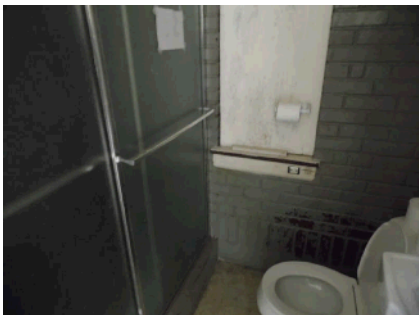
Subject Street Scene



Kitchen



Living Area



Bathroom



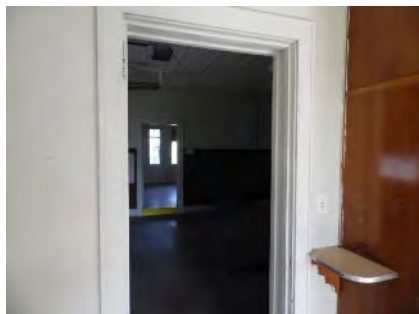
Extra Photo 1



Extra Photo 2



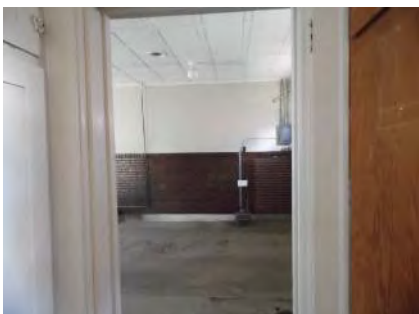
Extra Photo 3



Extra Photo 1



Extra Photo 2



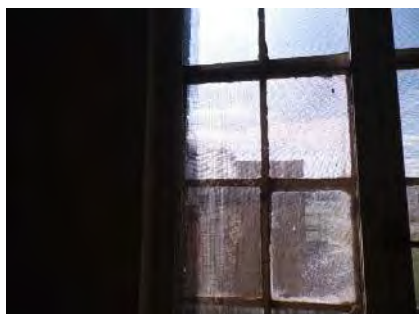
Extra Photo 3



Extra Photo 1



Extra Photo 2



Extra Photo 1



Extra Photo 2

Extra Photo 3



Extra Photo 3



Extra Photo 1



Extra Photo 2



Extra Photo 3



Extra Photo 1



Extra Photo 2



Extra Photo 3



Sales Comp. 1



Sales Comp. 2



Sales Comp. 3



Extra Image



Extra Map



Location Map



Extra Map



Flood Map



Extra Image



License Image

***Instructional – Items to be addressed for full compliance.***

- UAD - APPRAISER - Expiration Date of Certification or License - does not match ASC.gov. Expiration Date entered on report is 5/31/2018. Expiration Date on ASC.gov is 5/31/2017.

**City Commission Meeting**

**9.1.**

**Meeting Date:** 03/07/2017

**Submitted By:** Jenna Hillyard, Executive Assitant

---

**SUBJECT:**

**ACCEPT UTILITY EASEMENT FROM MULTIPLE-FAMILY TRUSTS TO SERVE FORESTRIDGE FIRST ADDITION, BLOCKS 1-4, PROJECT NO. W-1606A.**

**BACKGROUND:**

This item accepts a twenty-foot utility easement to allow for the construction of Water Improvement (W-1606A) to serve Forestridge First Addition, Blocks 1-4. This utility easement is provided at no cost to the City of Enid as a requirement of plat acceptance.

**RECOMMENDATION:**

Accept utility easement.

**PRESENTER:**

Robert Hitt, PE, City Engineer

---



**City Commission Meeting**

**9.2.**

**Meeting Date:** 03/07/2017

**Submitted By:** Jenna Hillyard, Executive Assitant

---

**SUBJECT:**

**APPROVE CHANGE ORDER NO. 1 WITH RICK LORENZ CONSTRUCTION, INC., ENID, OKLAHOMA, FOR THE LONGFELLOW SAFE ROUTES TO SCHOOL INFRASTRUCTURE, IN THE AMOUNT OF \$53,443.18, PROJECT NO. M-1604A.**

**BACKGROUND:**

This project constructs a safe walking route near Longfellow School along 9th Street, 10th Street, and Randolph Avenue. The work also includes improving six crossings at intersections.

The change order accounts for changes in quantities for completing the 10th & Randolph intersection crossing and for extending the work per grant guidelines.

The safe route to schools grant has additional funding for sidewalk improvements in the area. This change order is presented to extend the work to cover the replacement of deteriorated sidewalks located on Randolph between 8th Street and 11th Street. The additional work will be reimbursed by grant funds and is budgeted.

The revised contract amount will be \$171,927.55.

**RECOMMENDATION:**

Approve Change Order No. 1.

**PRESENTER:**

Lucky Airehrour, Project Engineer

---

**Fiscal Impact**

**Budgeted Y/N:** Y

**Amount:** \$53,443.18

**Funding Source:**

Capital Improvement Fund to be reimbursed by ODOT

---

**City Commission Meeting**

9.3.

**Meeting Date:** 03/07/2017

**Submitted By:** Jenna Hillyard, Executive Assitant

---

**SUBJECT:**

**APPROVE CHANGE ORDER NO. 2 WITH LAYNE CHRISTENSEN COMPANY, GUTHRIE, OKLAHOMA, FOR 2015 WELL FIELD IMPROVEMENTS PROJECT, IN THE AMOUNT OF \$339,350.00, AND ACCEPT THE ORIGINAL PROJECT, PROJECT NO. W-1512A.**

**BACKGROUND:**

The purpose of this project is to increase the water production to meet increasing water demand of the city by replacing abandoned or less productive wells. To date the project has added five (5) new wells near the Ames area to the Enid well field infrastructure.

The improvements have added an estimated over a million Gallons Per Day (GPD) of water supply, however, additional supply is recommended to meet summer demands.

This change order will add one new well in Ringwood area and approximately 8000 LF of 6" PVC transmission waterline to the work at a cost of \$339,350.00. The total revised contract will be \$1,501,983.00 and remains within the funds budgeted.

**RECOMMENDATION:**

Approve Change Order No. 2 and accept original project work done to date.

**PRESENTER:**

Murali Katta, PE, Project Engineer

---

**Fiscal Impact**

**Budgeted Y/N:** Y

**Amount:** \$339,350.00

**Funding Source:**

Water Capital Improvement Fund

---

**City Commission Meeting**

9.4.

**Meeting Date:** 03/07/2017

**Submitted By:** Jenna Hillyard, Executive Assitant

---

**SUBJECT:**

**APPROVE CHANGE ORDER NO. 1 WITH PARATHON CONSTRUCTION, LLC., EDMOND, OKLAHOMA, FOR THE PHASE VII PEDESTRIAN TRAIL PROJECT ON EAST BROADWAY AVENUE FROM 16TH STREET TO UNIVERSITY AVENUE, IN THE DEDUCT AMOUNT OF \$45,056.65, AND ACCEPT PROJECT, PROJECT NO. M-1606A.**

**BACKGROUND:**

Phase VII of the Trail Master Plan continued the pedestrian trail on Broadway Avenue up to 16th Street. Approximately half a mile of 6-foot trail on the south side of Broadway Avenue, from 16th Street to University Avenue, was completed, with the exception of the block from Lakeview Drive to 20th Street. This section of pedestrian trail has been deferred to allow for replacement of the box culvert under Broadway Avenue in the future.

Change Order No. 1 will deduct the contract amount by \$45,056.65 based on taking the pedestrian trail between Lakeview Drive to 20th Street out of the project. The original total contract amount of the project of \$229,385.00 will be reduced to \$184,328.35.

The contractor has completed all work, and the project is presented for acceptance. There is a three-year Maintenance Bond on this project.

**RECOMMENDATION:**

Approve Change Order No. 1 and accept project.

**PRESENTER:**

Jomara Ortiz, Project Engineer

---

**Fiscal Impact**

**Budgeted Y/N:** Y

**Amount:**

**Funding Source:**

Capital Improvement Fund

---

**City Commission Meeting**

9.5.

**Meeting Date:** 03/07/2017

**Submitted By:** Jenna Hillyard, Executive Assitant

---

**SUBJECT:**

**APPROVE AN AGREEMENT WITH CONSOLIDATED GRAIN & BARGE, INC., MANDEVILLE, LOUISIANA, TO ADD AN ADDITIONAL RAILROAD CROSSING ACROSS 30TH STREET AND RELOCATE CONTROL SIGNALS WITHIN THE CITY OF ENID RIGHT-OF-WAY.**

**BACKGROUND:**

Consolidated Grain & Barge, Inc. has submitted an application to add an additional railroad crossing and relocate control signals with new equipment at the location of the existing crossing within City owned right-of-way along 30th Street, approximately 500 feet south of Willow Road. This project will allow a unit train to be pulled off the mainline limiting the number of train blockages on 30th Street.

Upon approval of the agreement, the contractor for this project will be issued a permit to begin work. The highway is anticipated to be closed for a two day period to construct the crossing. Traffic will be detoured by way of Willow Road, 54th Street and Chestnut Avenue during construction.

**RECOMMENDATION:**

Approve agreement.

**PRESENTER:**

Robert Hitt, PE, City Engineer

---

**Attachments**

CGB road crossing agreement

---

## **CITY OF ENID RIGHT-OF-WAY AGREEMENT**

This Right-of-Way Agreement ("Agreement") is entered into by and between the City of Enid, an Oklahoma Municipal Corporation, hereinafter referred to as "City," and Consolidated Grain & Barge INC. hereinafter referred to as "Owner."

**WHEREAS**, the Owner desires to add a railroad crossing and replace the existing rail signals with new, up to date signal equipment, hereinafter referred to as "Rail Road Signal" in, under and across City owned right-of-way; and,

**WHEREAS**, the City has determined that such use would not impair or impede the City's rights in and use of such right-of-way; and,

**WHEREAS**, the City desires to allow such use.

**WHEREAS**, the parties hereto desire to outline the terms of such use.

**NOW THEREFORE**, in consideration of the mutual promises, covenants and conditions herein stated and in consideration of the mutual benefits which will accrue to each of the parties hereto, the sufficiency of which are hereby acknowledged by the parties, it is agreed by and between the parties as follows:

1. Authorization, Limitation and Subordination of Use:

- A. The Owner is hereby authorized to replace and operate an existing Rail Road Signal at 30th street Enid OK within City owned right-of-way per attached plans and exhibits. (30th street Enid OK DOT #671134A)
- B. The Owner's use of City owned right-of-way is subject and subordinate to the prior and continuing right and obligation of the City to use and maintain its entire right-of-way and property, including the right and power of the City to construct, maintain, repair, renew, use, operate, change, modify or relocate any railroad tracks, signals, communication, fiber optics or other wire lines, pipelines and any other facility upon, along, across or under any or all parts of the right-of-way, all or any of which may be freely done at any time or times by the City without liability to the Owner or to any other party for compensation or damages.
- C. The Owner's use of City owned right-of-way is also subject to all outstanding prior rights, including those in favor of owners and lessees of the City's right-of-way or property, and the right of the City to renew and extend the same, and this grant of use to Owner is made without covenant of title or for quiet enjoyment.
- D. The Owner's use is also subject to any and all claims, if any, made by adjacent property owners for compensation for the additional burden, if any, placed on adjacent and abutting property by this Agreement.

2. Construction, Maintenance and Operation:

- A. The Rail Road Signal shall be constructed, operated, maintained, repaired, renewed, modified and/or reconstructed by the Owner in strict conformity with the City Standard Specifications for right-of-way crossings, and all amendments thereof and supplements thereto, which by this reference is hereby made a part hereof, except as may be modified and approved by the City Engineer. In the event such specification conflicts in any respect with the requirements of any federal, state or municipal law or regulation, such requirements shall govern on all points of conflict, but in all other respects the specification shall apply. Owner further agrees to bury said Rail Road Signal a minimum of four (4) feet below the bar ditch surface and in such a manner as to pass inspection by the City Engineer or his authorized agent.
- B. All work performed on public right-of-way of the City in connection with the construction, maintenance, repair, renewal, modification or reconstruction of the Rail Road Signal shall be done under the supervision and to the satisfaction of the City.
- C. Prior to the commencement of any work in connection with the construction, maintenance, repair, renewal, modification, relocation, reconstruction or removal of the Rail Road Signal where it passes underneath the roadbed of the City, the Owner shall submit to the City, plans setting out the method and manner of handling the work, including the shoring and cribbing, if any, required to protect the City operations, and shall not proceed with the work until such plans have been approved by the Engineer of the City, and then only under the supervision of his authorized representative. The City shall have the right, if it so elects, to provide such support as it may deem necessary for the use and safety of its right-of-way, the time of construction, maintenance, repair, renewal, modification, relocation, reconstruction or removal of the Rail Road Signal, and, in the event the City provides such support, the Owner shall pay to the City, within fifteen (15) days after bills shall have been rendered therefore, all expense incurred by the City in connection therewith, which expense shall include all assignable costs.
- D. The Owner shall keep and maintain the soil over the Rail Road Signal thoroughly compacted and the grade even with the adjacent surface of the ground.

3. Notice of Commencement of Work. If an emergency should arise which requires immediate attention, the Owner shall provide as much notice as practicable to City before commencing any work. In all other situations, the Owner shall notify the City at least ten (10) days (or such other time as the City may allow) in advance of the commencement of any work upon property of the City in connection with the construction, maintenance, repair, renewal, modification, reconstruction, relocation or removal of the Rail Road Signal. All such work shall be prosecuted diligently to completion.

4. Owner to Bear Entire Expense. The Owner shall bear the entire cost and expense incurred in connection with the construction, maintenance, repair and renewal and any and all modification, revision, relocation, removal or reconstruction of the Rail Road Signal, including any and all expense which may be incurred by the City in connection therewith for supervision, inspection, flagging, or otherwise.
5. Relocation or Removal of Rail Road Signal:
  - A. The use herein allowed is subject to the needs and requirements of the City in the operation of its right-of-way and in the improvement and use of its property. The Owner shall, at its sole expense, move all or any portion of the Rail Road Signal to such new location as the City may designate, whenever in the furtherance of its needs and requirement, the City shall find such action necessary or desirable.
  - B. All the terms, conditions and stipulations herein expressed with reference to the Rail Road Signal on right-of-way of the City in the location hereinbefore described shall, so far as the Rail Road Signal remains on the property, apply to the Rail Road Signal as modified, changed or relocated within the contemplation of this section
6. No Interference with City's Operation. The Rail Road Signal and all parts thereof within and outside of the limits of the property of the City shall be constructed and, at all times, maintained, repaired, renewed and operated in such manner as to cause no interference whatsoever with the constant, continuous and uninterrupted use of the right-of-way and facilities of the City, and nothing shall be done or suffered to be done by the Owner at any time that would in any manner impair the safety thereof.
7. Protection of Fiber Optic Cable Systems:
  - A. Fiber optic cable systems may be buried on the City right-of-way. Protection of the fiber optic cable systems is of extreme importance since any break could disrupt service to users, resulting in business interruption and loss of revenue and profits. Owner shall determine if fiber optic cable is buried anywhere on the City right-of-way to be used by the Owner. If fiber optic cable is buried in the City's right-of-way, Owner shall telephone the telecommunication company involved, arrange for a cable locator and make arrangements for relocation or other protection of the fiber optic cable prior to beginning any work in or on the City's right-of-way.
  - B. In addition to the liability terms elsewhere in this Agreement, the Owner shall indemnify and hold the City harmless against and from all cost, liability, and expense whatsoever (including, without limitation, attorney's fees and court costs and expenses) arising out of or in any way contributed to by any act or omission of the City, its contractor, agents and/or employees, that causes or in any way or degree contributes to:

- 1) Any damage to or destruction of any telecommunications system by the Owner, and/or its contractor, agents and/or employees, on City right-of-way; and/or,
- 2) Any injury to or death of any person employed by or on behalf of any telecommunications company, and/or its contractor, agents and/or employees, on City right-of-way; and/or
- 3) Any claim or cause of action for alleged loss of profits or revenue by, or loss of service by a customer or user of, such telecommunication company.

8. Claims and Liens for Labor and Material; Taxes:

- A. The Owner shall fully pay for all materials joined or affixed to and labor performed upon the right-of-way of the City in connection with the construction, maintenance, repair, renewal, modification or reconstruction of the Rail Road Signal, and shall not permit or suffer any mechanic's or materialman's lien of any kind or nature to be enforced against the property for any work done or materials furnished thereon at the instance or request or on behalf of the Owner. The Owner shall indemnify and hold harmless the City against and from any and all liens, claims, demands, costs and expenses of whatsoever nature in any way connected with or growing out of such work done, labor performed, or materials furnished.
- B. The Owner shall promptly pay or discharge all taxes, charges and assessments levied upon, in respect to, or on account of the Rail Road Signal, to prevent the same from becoming a charge or lien upon property of the Owner, and so that the taxes, charges and assessments levied upon or in respect to such property shall not be increased because of the location, construction or maintenance of the Rail Road Signal or any improvement, appliance or fixture connected therewith placed upon such property, or on account of the Owner's interest therein. Where such tax, charge or assessment may not be separately made or assessed to the Owner but shall be included in the assessment of the property of the City, then the Owner shall pay to the City an equitable proportion of such taxes determined by the value of the Owner's property upon property of the City as compared with the entire value of such property.

9. Restoration of City Property. In the event the City authorizes the Owner to take down any fence of the City or in any manner move or disturb any of the other property of the City in connection with the construction, maintenance, repair, renewal, modification, reconstruction, relocation or removal of the Rail Road Signal, then in that event the Owner shall, as soon as possible and at the Owner's sole expense, restore such fence and other property to the same condition as the same were in before such fence was taken down or such other property was moved or disturbed, and the Owner shall indemnify



and hold harmless the City, its officers, agents and employees, against and from any and all liability, loss, damages, claims, demands, costs and expenses of whatsoever nature, including court costs and attorneys' fees, which may result from injury to or death of persons whomsoever, or damage to or loss or destruction of property whatsoever, when such injury, death, damage, loss or destruction grows out of or arises from the taking down of any fence or the moving or disturbance of any other property of the City.

10. Indemnity:

A. As used in this section, "City" includes all right-of-way, property, and franchises at or near the location of the Owner's installation and their officers, agents, and employees; "Loss" includes loss, damage, claims, demands, actions, causes of action, penalties, costs and expenses of whatsoever nature, including court costs and attorneys' fees, which may result from:

- 1) Injury to or death of persons whomsoever (including the City's officers, agents, and employees, the Owner's officers, agents, and employees, as well as any other person); and
- 2) Damage to or loss or destruction of property whatsoever (including City's property, damage to the roadbed, tracks, equipment, or other property of the City, or property in its care or custody).

B. As a major inducement and in consideration of the permit and permission herein granted, the Owner agrees to indemnify and hold harmless the City from any loss which is due to or arises from:

- 1) The prosecution of any work contemplated by this Agreement, including, but not limited to, the installation, construction, maintenance, repair, renewal, modification, reconstruction, relocation or removal of the Rail Road Signal or any part thereof; and/or,
- 2) The presence, operation, use of the Rail Road Signal or contents escaping therefrom, except to the extent the loss is caused by the sole and direct negligence of the City.

11. Removal of Rail Road Signal Upon Termination of Agreement. Prior to any termination of this Agreement, the Owner shall, at Owner's sole expense, remove the Rail Road Signal from those portions of the right-of-way or property of the City and shall restore, to the satisfaction of the City, such portions of such property to as good a condition as they were in at the time of the construction of the Rail Road Signal. If the Owner fails to do the foregoing, the City may do such work of removal and restoration at the cost and expense of the Owner. The City may, at its option, upon such termination, at the entire cost and expense of the Owner, remove the portions of the Rail Road Signal located underneath its roadbed and or right-of-way and restore such right-of-way to as good a condition as it was in at the time of the construction of the

Rail Road Signal, or it may permit the Owner to do such work of removal and restoration under the supervision of the City. In the event of the removal by the City of the property of the Owner and of the restoration of the right-of-way and property as herein provided, the City shall in no manner be liable to the Owner for any damage sustained by the Owner for or on account thereof, and such removal and restoration shall in no manner prejudice or impair any right of action for damages, or otherwise, that the City may have against the Owner.

12. Waiver of Breach. The waiver by the City of the breach of any condition, covenant or agreement herein contained to be kept, observed and performed by the Owner shall in no way impair the right of the City to avail itself of any subsequent breach thereof.
13. Termination:
  - A. If the Owner does not use the right-of-way or Rail Road Signal for one (1) year, or if the Owner continues in default in the performance of any covenant or agreement herein contained for a period of thirty (30) days after written notice from the City to the Owner specifying such default, the City may, at its option, forthwith immediately terminate this Agreement by written notice.
  - B. In addition to the provisions of subparagraph (A) above, this Agreement may be terminated by written notice given by either party hereto to the other on any date in such notice stated, not less, however, than thirty (30) days subsequent to the date upon which such notice shall be given.
  - C. Notice of default and notice of termination may be served personally upon the Owner or by mailing to the last known address of the Owner. Termination of this Agreement for any reason shall not affect any of the rights or obligations of the parties hereto which may have accrued, or liabilities, accrued or otherwise, which may have arisen prior thereto.
14. Assignment. The Owner shall not assign this Agreement, in whole or in part, or any rights herein granted, without the written consent of the City, and it is agreed that any transfer or assignment or attempted transfer or assignment of this Agreement or any of the rights herein granted, whether voluntary, by operation of law, or otherwise, without such consent in writing, shall be absolutely void and, at the option of the City, shall terminate this Agreement.
15. Binding Effect. Subject to the provisions of Section 14 hereof, this Agreement shall be binding upon and inure to the benefit of the parties hereto and their successors and assigns.

16. (Blank)
17. Third Party Beneficiaries. Nothing in this Agreement, expressed or implied, is intended to confer upon any person other than the parties hereto and their respective assigns, any rights or remedies under or by reason of this Agreement, except as provided expressly herein.
18. Notices. Whenever a notice is required to be given in writing and under the terms of this Agreement, or any extension hereunder, such notice shall either be hand-delivered or mailed by certified mail, return receipt requested, and directed to the respective parties at the following addresses:

If to the City:

City of Enid  
P.O. Box 1768  
Enid, OK 73702

If to Owner:

Consolidated Grain & Barge INC  
P.O. Box 249  
Mandeville, LA 70433-4829

or at such other address as a party shall specify by like notice to the other party hereto. Notices shall be effective on the date of delivery.

19. Severability. If any one or more of the sections, sentences, clauses, or parts be held invalid for any reason, the invalidity of such section, sentence, clause, or part shall not affect nor prejudice the applicability and validity of any other provision of this Agreement.
20. Employment Verification. The City of Enid requires all contractors to verify that employees working pursuant to contracts with the City of Enid are legally authorized to work in the United States. Owner agrees to verify and document the employment eligibility of all employees who may perform services pursuant to this Agreement. Owner also agrees to require all subcontractors who perform services under this Agreement to verify and document the employment eligibility of all employees who may perform services pursuant to this Agreement.
21. Non-Discrimination. The parties covenant (1) that no person shall be excluded from participation in, denied the benefit of, or otherwise subjected to discrimination under the terms of this Agreement on the ground of race, color, age, sex, handicap, or national origin; and (2) that, in carrying out the terms and conditions of this Agreement, no person shall be subjected to discrimination on the grounds of race, color, age, sex, handicap, or national origin.
22. Compliance with Laws. Owner shall conduct its business under the terms of this Agreement in such a manner that it does not violate Federal, State, or local laws or regulations applicable to the conduct of its operations under the terms of this Agreement.

23. Interpretation of Law. This Agreement shall be deemed to have been made in the State of Oklahoma and shall be construed and interpreted in accordance with the laws of the State of Oklahoma.
24. Choice of Law. Any action or proceeding seeking to enforce any provision of, or based on any right arising out of, this Agreement may be brought against any of the parties in the courts of the State of Oklahoma, County of Garfield, or, if it has or can acquire jurisdiction, in the United States District Court for the Western District of Oklahoma, and each of the parties consents to the jurisdiction of such courts (and of the appropriate appellate courts) in any such action or proceeding and waives any objection to venue laid therein.
25. Governmental Tort Claims Act. By entering into this Agreement, City and its "employees," as defined by the Governmental Tort Claims Act, 51 Okla. Stat. § 151 et seq., do not waive sovereign immunity, any defenses, or any limitations of liability as may be provided for by law. No provision of this Agreement modifies and/or waives any provision of the Local Government Tort Claims Act.
26. Construction. Captions and other headings contained in this Agreement are for reference and identification purposes only and do not alter, modify, amend, limit, or restrict the contractual obligations of the parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year last written below.

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

The City of Enid,  
an Oklahoma Municipal Corporation

\_\_\_\_\_  
Mayor

(SEAL)

ATTEST:

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

Approved as to form:

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

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

Consolidated Grain and Barge  
Owner

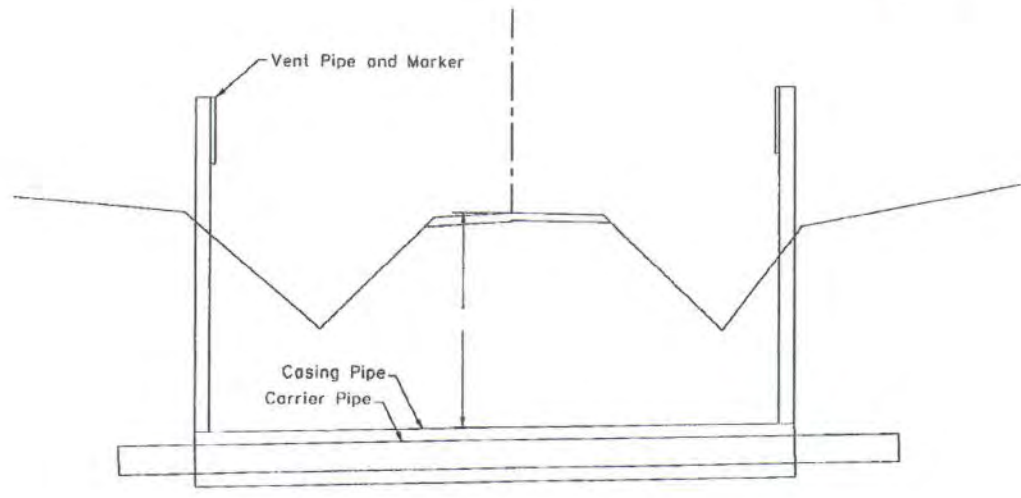
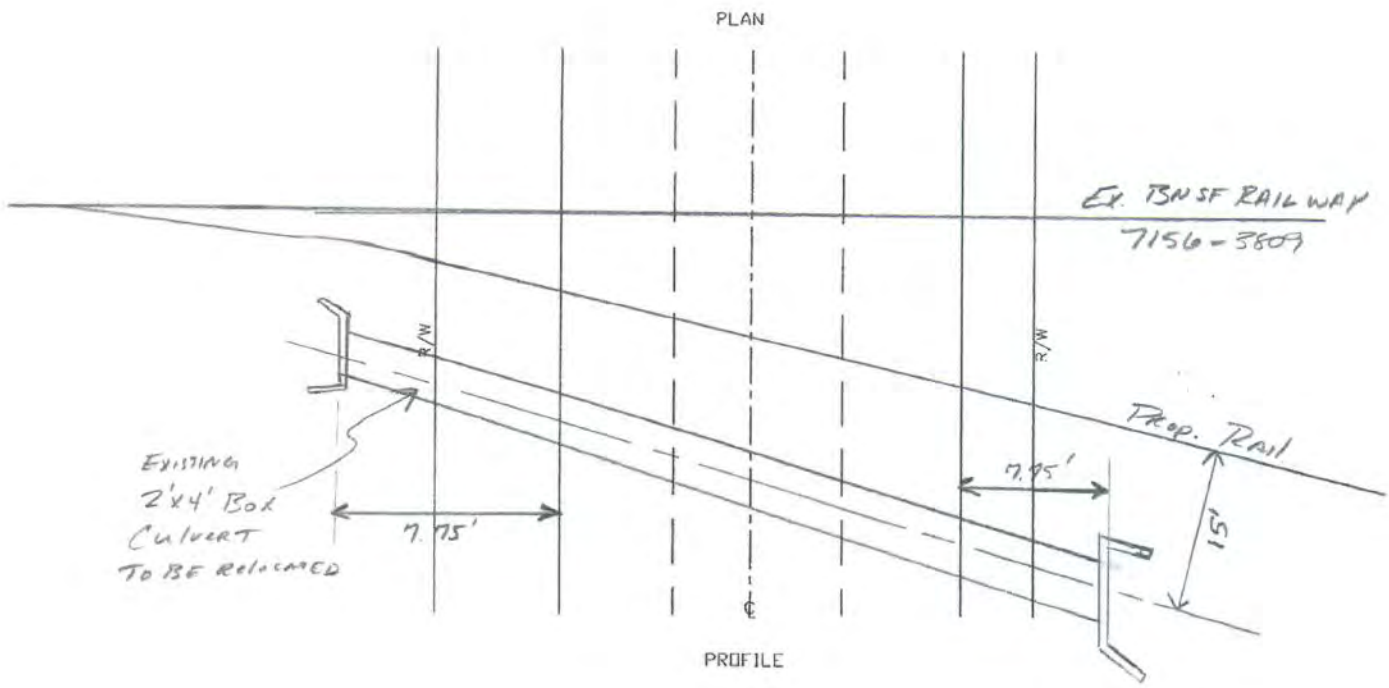
  
\_\_\_\_\_  
Signature

JASON Weeg  
Printed Name

w/sw Terminal Operations  
Title Manager

ATTEST:

\_\_\_\_\_  
Secretary and/or Witness



1. Crossing \_\_\_\_\_
2. Type 2'x4' Concrete Box Culvert
3. Width of R/W \_\_\_\_\_
4. Length of Casing N/A Bore: \_\_\_\_\_
5. Size of Casing N/A
6. Size of Carrier Pipe 2'x4' Concrete Box Culvert
7. Location of Crossing \_\_\_\_\_

I certify that to the best of my knowledge this is a true and correct plot of the proposed crossing.

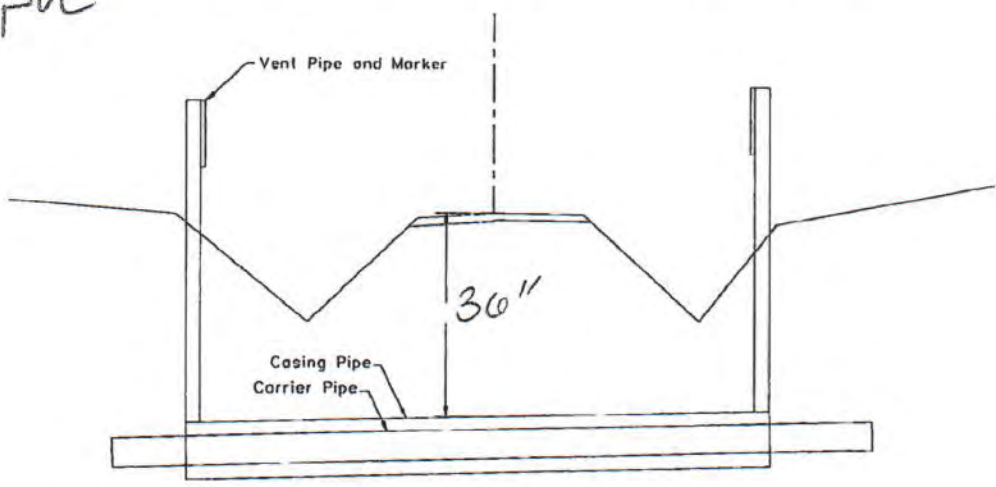
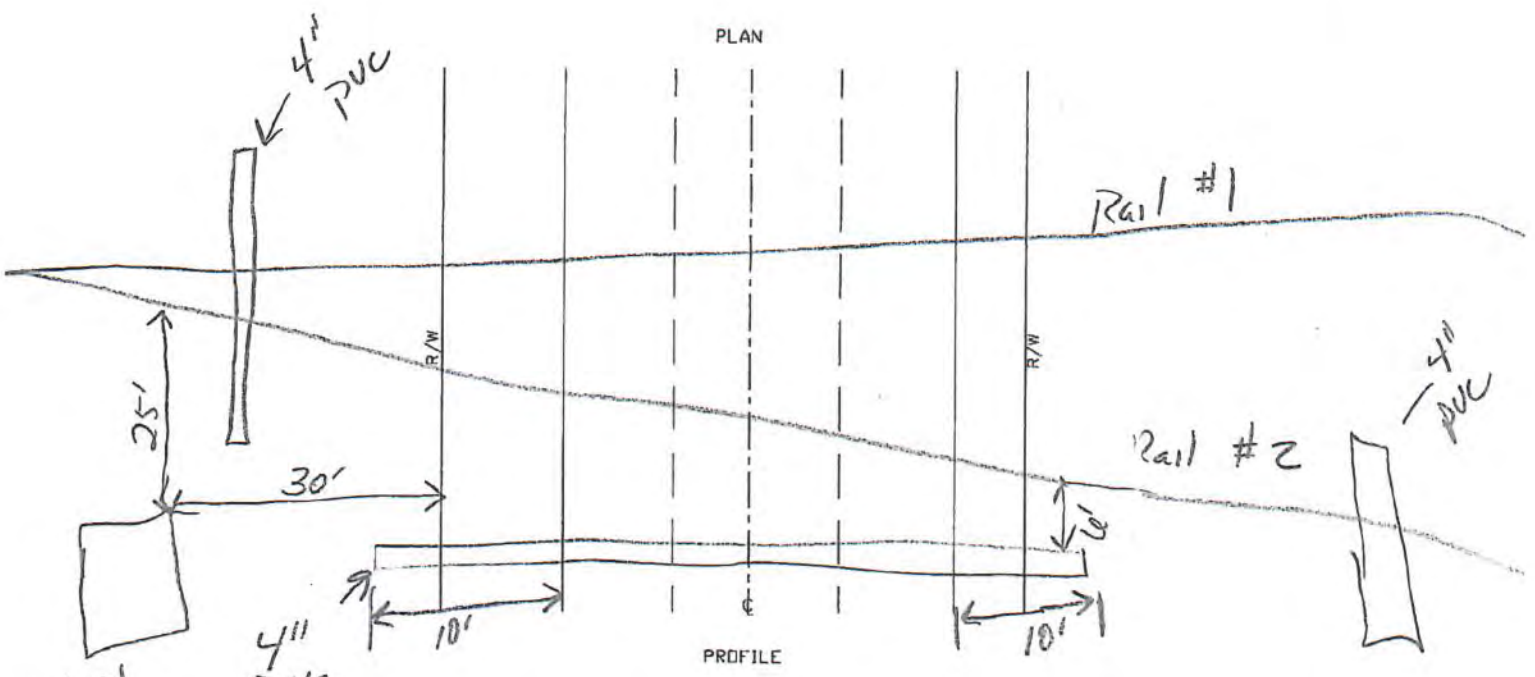
Signed: [Signature] Date: 3/1/17

Exhibit "A"

This is for the concrete culvert that will replace the current one, installed by central states Resources

CAS#

N ↑



1. Crossing \_\_\_\_\_
2. Type Rail Road Signal Cable Conduit
3. Width of R/W \_\_\_\_\_
4. Length of Casing NA Bore: \_\_\_\_\_
5. Size of Casing NA
6. Size of Carrier Pipe 4" PVC SCH 40
7. Location of Crossing \_\_\_\_\_

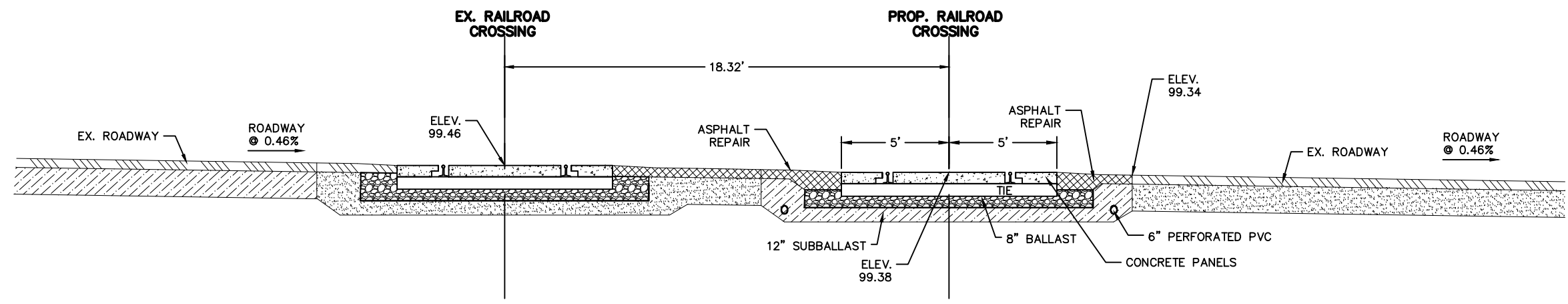
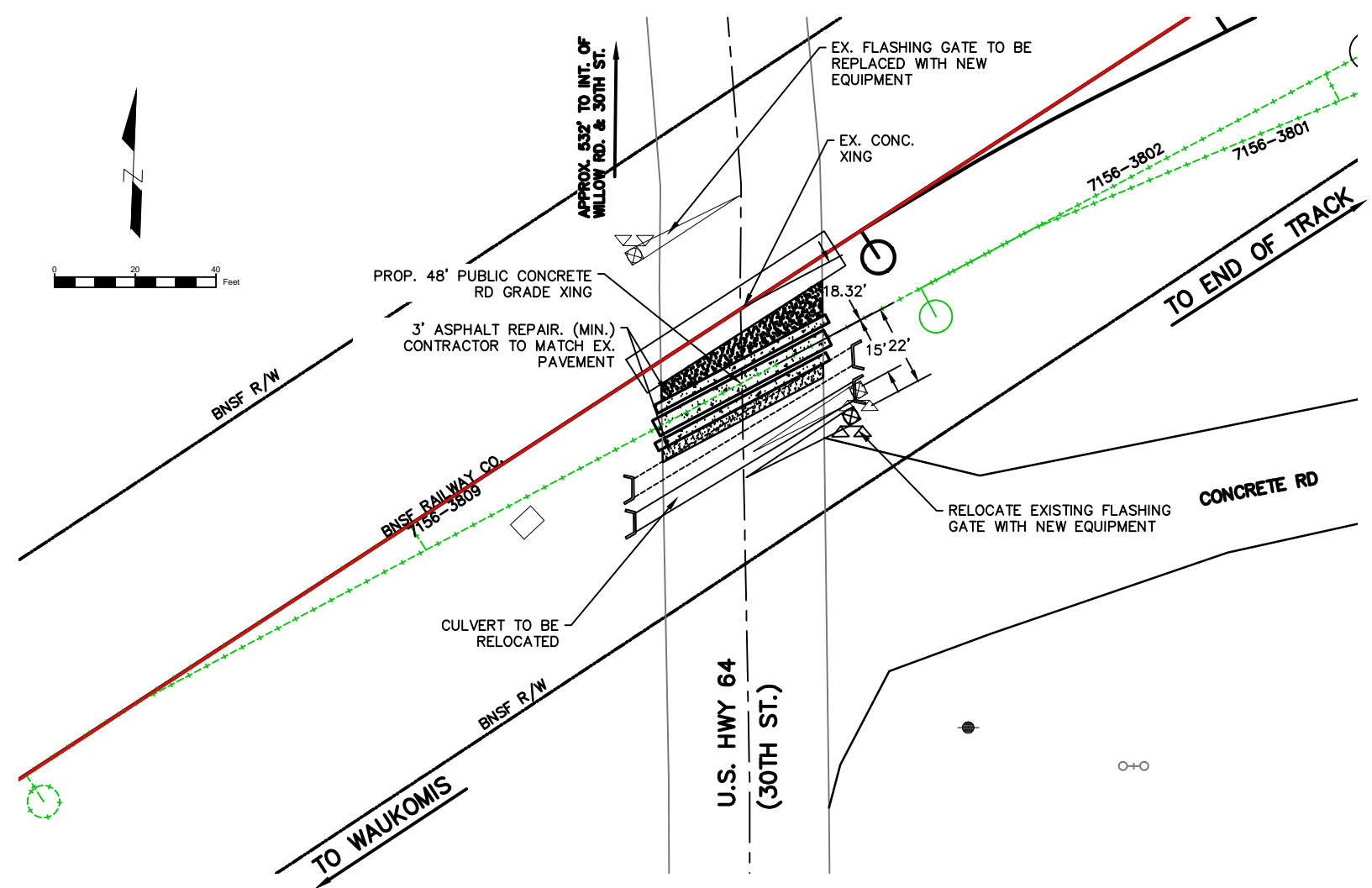
I certify that to the best of my knowledge this is a true and correct plot of the proposed crossing.

Signed: [Signature] Date: 2/27/16

Exhibit "A"

This is for the conduit running under the roadway and track for the crossing signals from CDL Electric.

N:\Enid\_OK\dwg\Enid-OK\_RoadXing.dwg  
 Feb 28, 2017 - 3:16pm - Damian Esquivel



**TYPICAL SECTION ROAD CROSSING**  
**STA: 24+76.10**

| REVISION | BY | DATE | DESCRIPTION |
|----------|----|------|-------------|
|          |    |      |             |
|          |    |      |             |
|          |    |      |             |

LEGEND:

|  |                                  |
|--|----------------------------------|
|  | Existing Railroad Owned Trackage |
|  | Proposed Railroad Owned Trackage |
|  | Existing Industry Owned Trackage |
|  | Proposed Industry Owned Trackage |
|  | Removed Industry Owned Trackage  |
|  | Future Industry Owned Trackage   |
|  | Railroad Right of Way            |
|  | Fiber Optic Cable                |
|  | Fence                            |

**TOTAL ENGINEERING SERVICES**  
 FIRM# 6354

**BNSF RAILWAY**

PRELIMINARY

**30TH ST ROAD CROSSING**  
 MILEPOST 542.25 AVARD SUBDIVISION  
 ENID, GARFIELD COUNTY, OKLAHOMA  
 PROPOSED TRACK EXPANSION  
 CGB ENTERPRISES

|                                   |                     |                      |
|-----------------------------------|---------------------|----------------------|
| DRAWN BY:<br>R.A.D.               | CHECKED BY:<br>S.G. | DESIGNED BY:<br>S.G. |
| SCALE:                            | FILE:<br>BNSF-01    | DATE:<br>2/24/17     |
| DWG FILE:<br>Enid-OK_RoadXing.dwg |                     | SHEET OF 16          |



**City Commission Meeting**

9.6.

**Meeting Date:** 03/07/2017

**Submitted By:** Kristin Martin, Executive Assistant

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**SUBJECT:**

**ACCEPT THE JUNE 30, 2016, INDEPENDENT AUDITOR'S SINGLE AUDIT REPORT FOR THE CITY OF ENID, OKLAHOMA AND ITS RELATED AUTHORITIES.**

**BACKGROUND:**

RSM US LLP has completed the annual single audit report for the fiscal year ended June 30, 2016. The single audit report is required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). RSM US LLP has issued a report on compliance for each major federal program, a report on internal control over compliance and report on the schedule of expenditures of federal awards.

**RECOMMENDATION:**

Accept the single audit report.

**PRESENTER:**

Erin Crawford, Chief Financial Officer

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**Attachments**

2016 Single Audit Report

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# City of Enid, Oklahoma

Single Audit Reports  
June 30, 2016

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RSM US LLP

**Report on Internal Control Over Financial Reporting and  
on Compliance and Other Matters Based on an Audit of Financial  
Statements Performed in Accordance with *Government Auditing Standards***

**Independent Auditor's Report**

Honorable Mayor and Members of City Council  
City of Enid, Oklahoma  
Enid, Oklahoma

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Enid, Oklahoma, (the City) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated December 22, 2016.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*RSM US LLP*

Oklahoma City, Oklahoma  
December 22, 2016



RSM US LLP

**Report on Compliance for Each Major Federal Program;  
Report on Internal Control Over Compliance and Report on  
the Schedule of Expenditures of Federal Awards as  
Required by Uniform Guidance**

**Independent Auditor's Report**

City Council  
City of Enid, Oklahoma  
Enid, Oklahoma

**Report on Compliance for Each Major Federal Program**

We have audited the City of Enid, Oklahoma's, (the City) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2016. The City's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

**Opinion on Each Major Federal Program**

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2016.

### **Report on Internal Control Over Compliance**

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

### **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the City of Enid, Oklahoma, as of and for the year ended June 30, 2016, and have issued our report thereon dated December 22, 2016, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditure of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

*RSM US LLP*

Oklahoma City, Oklahoma  
January 31, 2017

**City of Enid, Oklahoma**

**Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2016**

| Federal Grantor/Pass-Through Grantor/ Program or Cluster Title                         | Federal<br>CFDA # | Pass-Through<br>Entity/Contract<br>Identifying Number | Expenditures             |
|--|-------------------|---|--------------------------|
| <b>Federal Programs:</b>   |                   |   |                          |
| <b>U. S. Department of the Interior:</b>   |                   |   |                          |
| Pass-Through Program From:   |                   |   |                          |
| Oklahoma Historical Society-Historic Preservation Fund—Grants In Aid                   | 15.904            | 15-601  | <u>\$ 3,840</u>          |
| <b>U. S. Department of Transportation:</b>   |                   |   |                          |
| Direct Program:  |                   |   |                          |
| Airport Improvement Program  | 20.106            | 3-40-00028-026-2014                                   | 276,580                  |
| Pass-Through Program From:   |                   |   |                          |
| Oklahoma Highway Safety Office—State and Community Highway Safety                      | 20.600            | OP-16-03-03-12  | 28,675                   |
| Alcohol Impaired Driving Countermeasures Incentive Grants                              | 20.600            | AL-16-03-05-12  | <u>20,868</u>            |
|  |                   |   | 49,543                   |
| National Priority Safety Programs  | 20.616            | M2HVE-15-03-04-11                                     | 16,500                   |
| Minimum Penalties for Repeat Offenders for Driving While Intoxicated                   | 20.608            | 164AL-15-03-04-11                                     | 7,506                    |
| Oklahoma Department of Transportation—Formula Grants for Other Than<br>Urbanized Areas | 20.509            | FTA5311-TP-18 (270)                                   | <u>161,435</u>           |
| <b>Total U.S. Department of Transportation</b>   |                   |   | <u><u>511,564</u></u>    |
| <b>U. S. Department of Justice:</b>  |                   |   |                          |
| Direct Program:  |                   |   |                          |
| Bureau of Justice Assistance—Edward Byrne Memorial Justice Assistance Grant            | 16.738            | 2015-DJ-BX-0341                                       | 16,903                   |
| Pass-Through Program From:   |                   |   |                          |
| Oklahoma State Bureau of Investigation—Internet Crimes Against Children                | 16.543            | Not available   | <u>13,015</u>            |
| <b>Total U.S. Department of Justice</b>  |                   |   | <u><u>29,918</u></u>     |
| <b>National Foundation of the Arts and the Humanities:</b>                             |                   |   |                          |
| Pass-Through Program From:   |                   |   |                          |
| Oklahoma Department of Libraries—State Library Program:                                |                   |   |                          |
| Continuing Education/OLA TLA   | 45.310            | CE CONF   | 1,682                    |
| FY 15 Kid IS the Rocket STEM Grant   | 45.310            | F16-095   | 472                      |
| Network Remediation  | 45.310            | E-RATE  | <u>7,000</u>             |
| <b>Total National Foundation of the Arts and the Humanities</b>                        |                   |   | <u><u>9,154</u></u>      |
| <b>U. S. Department of Housing and Urban Development:</b>                              |                   |   |                          |
| Direct Program:  |                   |   |                          |
| Community Development Block Grant—Entitlement Grants                                   | 14.218            | FFY - 2013  | 66,091                   |
| Community Development Block Grant—Entitlement Grants                                   | 14.218            | FFY - 2014  | 274,557                  |
| Community Development Block Grant—Entitlement Grants                                   | 14.218            | FFY - 2015  | <u>35,307</u>            |
| <b>Total U.S. Department of Housing and Urban Development</b>                          |                   |   | <u><u>375,955</u></u>    |
| <b>Total Expenditures of Federal Awards</b>  |                   |   | <u><u>\$ 930,431</u></u> |

See notes to schedule of expenditures of federal awards



**City of Enid, Oklahoma**

**Notes to the Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2016**

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**Note 1. Basis of Presentation**

The schedule of expenditures of federal awards includes the federal grant activity of the City for the year ended June 30, 2016 and is presented on the modified accrual basis of accounting. All federal awards received directly from federal agencies, as well as federal awards passed through other governmental agencies, and expended during the year are included in this schedule. The information in this schedule is presented in accordance with the requirements of the OMB Compliance Supplement and Uniform Guidance. Therefore, some amounts presented in this schedule may differ from the amounts presented in or used in the preparation of the basic financial statements.

**Note 2. Summary of Significant Accounting Policies**

Expenditures of federal awards are recognized in the accounting period when the liability is incurred and approved for reimbursement. Such expenditures are recognized following the cost principles contained in Title 2, U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, or cost principles contained in OMB Circular A-87, *Cost Principles for State, Local and Indian Tribal Governments*, as applicable, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where applicable.

**Note 3. Subrecipients**

For the year ended June 30, 2016, the City did not pass through any federal funds to subrecipients.

**Note 4. Indirect Cost Rate**

The City has not elected to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

**City of Enid, Oklahoma**

**Summary Schedule of Prior Audit Findings  
Year Ended June 30, 2016**

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**Findings Related to the Financial Statements:**

**A. Internal Control**

**Finding 2015-001**

Audit finding: Beginning net position/fund balances as of July 1, 2014 were restated in the 2015 financial statement to correct classification of fund reporting errors and to properly account for transactions related to the TIF agreement.

Status: Fully Corrected

Corrective action taken: The City has reviewed GASB Statements 34 & 54, and reclassified all funds to the appropriate type. City staff will apply GASB definitions for the different fund types to any new funds.

**Finding 2015-002**

Audit finding: The City was not properly capitalizing interest on long-term construction projects.

Status: Fully Corrected

Corrective action taken: The City has a process in place to evaluate construction in progress at year end and apply GASB 62 to determine the amount of interest that should be capitalized for each project.

**Finding 2015-003**

Audit finding: The City did not apply the appropriate discount rates in computing its net pension liability.

Status: Fully Corrected

Corrective action taken: The City's external actuary worked directly with the audit firm's external actuary to review the GASB 67 & 68 requirements. The City's external actuary revised the net pension liability with the appropriate discount rates applied. City staff has implemented a year end process to review the actuary assumptions and calculations.

**B. Compliance Findings**

No matters were reported

**Findings and Questioned Costs for Federal Awards:**

**A. Internal Control**

No matters were reported

**B. Compliance Findings**

No matters were reported

City of Enid, Oklahoma

Summary Schedule of Findings and Questioned Costs  
Year Ended June 30, 2016

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I. Summary of Auditor's Results:

Financial Statements:

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?  Yes  No
- Significant deficiency(ies) identified?  Yes  None reported

Noncompliance material to financial statements noted?  Yes  No

Federal Awards:

Internal control over major programs:

- Material weakness(es) identified?  Yes  No
- Significant deficiency(ies) identified?  Yes  None reported

Type of auditors' report issued on compliance for major programs: Unmodified

- Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133?  Yes  No

Identification of major programs:

| Federal<br>CFDA # | Name of Federal Program           |
|-------------------|-----------------------------------|
| 20.106            | Airport Improvement Program       |
| 14.218            | Community Development Block Grant |

\* See the Schedule of Expenditures of Federal Awards for identification of CFDA numbers applicable to the major programs.

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee?  Yes  No

City of Enid, Oklahoma

**Schedule of Findings and Questioned Costs  
Year Ended June 30, 2016**

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**I. Findings Related to the Financial Statement Audit as Required to be Reported in Accordance with Generally Accepted *Government Auditing Standards***

**(A) Internal Control**

No matters were reported.

**(B) Compliance Findings**

No matters were reported.

**II. Findings Required to be Reported in Accordance with OMB Circular A-133**

**(A) Internal Control**

No matters were reported.

**(B) Compliance Findings**

No matters were reported.

**City Commission Meeting**

9.7.

**Meeting Date:** 03/07/2017

**Submitted By:** Korina Crawford, Executive Assistant

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**SUBJECT:**

**CONSIDERATION AND DENIAL OF TORT CLAIM OF STEPHANIE PARKER.**

**BACKGROUND:**

On or about January 20, 2017, Stephanie Parker submitted a tort claim for property damage in the amount of five hundred twenty-one dollars and ninety cents (\$521.90). The claim alleged that while driving east near 2418 E. Pine Avenue and going around a parked car, Ms. Parker hit a pot hole causing damage to her 2004 Buick Lesabre. The City forwarded that claim to its insurer, Oklahoma Municipal Assurance Group (OMAG), which opened an investigation of the claim. A municipality may be liable only if it had prior notice of a defect or problem and failed to take appropriate remedial action within a reasonable time before the damage occurred. The City of Enid had no notice of this issue prior to the incident. OMAG found no liability on the City's part and recommended that the City deny the claim.

**RECOMMENDATION:**

Deny tort claim.

**PRESENTER:**

Andrea L. Chism, City Attorney

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**City Commission Meeting**

**9.8.**

**Meeting Date:** 03/07/2017

**Submitted By:** Korina Crawford, Executive Assistant

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**SUBJECT:**

**CONSIDERATION AND DENIAL OF TORT CLAIM OF MITCHELL CHASE.**

**BACKGROUND:**

On or about January 24, 2017, Mitchell Chase submitted a tort claim for a plumber bill in the amount of one hundred one dollars and thirty-one cents (\$101.31). The claim alleged that after a water main break and after the water was restored, rust and debris was sent into his pipes causing loss of water flow at the bathtub and sink. Mr. Chase called a plumber who found bits of rust lodged in the faucet. The City forwarded that claim to its insurer Oklahoma Municipal Assurance Group (OMAG), which opened an investigation of the claim. A change in water pressure in the City's line may cause sediment and rust to come loose from the pipes and could block faucets. This sediment is from mineral buildup inside of water pipes and is unavoidable. OMAG found no liability on the City's part and recommended that the City deny the claim.

**RECOMMENDATION:**

Deny tort claim.

**PRESENTER:**

Andrea L. Chism, City Attorney

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**City Commission Meeting**

**9.9.**

**Meeting Date:** 03/07/2017

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**SUBJECT:**

**APPROVAL OF CLAIMS IN THE AMOUNT OF \$923,429.06.**

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**Attachments**

Claimslist

JP Morgan Claimslist

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## PURCHASE ORDER CLAIMS LIST

3/7/2017

**FUND 10 DEPT 000 - N.A.**

|          |                                   |           |                         |                    |
|----------|-----------------------------------|-----------|-------------------------|--------------------|
| 01-01472 | STAPLES ADVANTAGE                 | PO0140315 | WRITING PADS/FOLDERS/ST | \$25.27            |
| 01-01472 | STAPLES ADVANTAGE                 | PO0140321 | PAPER/ST                | \$449.85           |
| 01-04656 | CENTERPOINT ENERGY SERVICES, INC. | PO0140274 | MONTHLY SERVICE 1/17    | \$4,869.06         |
| 01-04661 | OKLAHOMA COPIER SOLUTIONS, LLC    | PO0140178 | MONTHLY SERVICE 1/17    | \$483.30           |
| 01-04687 | EARNHEART OIL, INC.               | PO0140284 | UNLEADED/ST             | \$12,211.88        |
| 01-15125 | OK GAS & ELECTRIC                 | PO0140155 | MONTHLY SERVICE 2/17    | \$9,461.20         |
| 01-15125 | OK GAS & ELECTRIC                 | PO0140162 | MONTHLY SERVICE 2/17    | \$23,822.47        |
| 01-15127 | OK NATURAL GAS                    | PO0140154 | MONTHLY SERVICE 1/17    | \$1,177.86         |
| 01-15127 | OK NATURAL GAS                    | PO0140161 | MONTHLY SERVICE 2/17    | \$1,801.76         |
| 01-15127 | OK NATURAL GAS                    | PO0140173 | MONTHLY SERVICE 1/17    | \$633.24           |
| 01-15127 | OK NATURAL GAS                    | PO0140313 | MONTHLY SERVICE 2/17    | \$1,374.91         |
| 01-19047 | AT & T                            | PO0140302 | MONTHLY SERVICE 2/17    | \$2,660.72         |
| 01-55120 | QUILL CORPORATION, INC.           | PO0140316 | MAILING FOLDERS/ST      | \$16.99            |
| 01-55120 | QUILL CORPORATION, INC.           | PO0140316 | FILE FOLDERS/ST         | \$47.99            |
| 01-80343 | FENTRESS OIL COMPANY, INC.        | PO0140356 | OIL/ST                  | \$1,937.74         |
| 01-80343 | FENTRESS OIL COMPANY, INC.        | PO0140361 | OIL/ST                  | \$869.35           |
|          |                                   |           | <b>N.A. TOTAL</b>       | <b>\$61,843.59</b> |

**FUND 10 DEPT 100 - ADM. SERVICES**

|          |                              |           |                            |                   |
|----------|------------------------------|-----------|----------------------------|-------------------|
| 01-01783 | JP MORGAN CHASE              | PO0140363 | CHASE PAYMENT              | \$2,404.23        |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE    | PO0140163 | WAREHOUSE PARTS 1/17       | \$161.04          |
| 01-05097 | CENTRAL NATIONAL BANK CENTER | PO0140241 | CIRCUS TICKETS (30)        | \$630.00          |
|          |                              |           | <b>ADM. SERVICES TOTAL</b> | <b>\$3,195.27</b> |

**FUND 10 DEPT 110 - HUMAN RESOURCES**

|          |                      |           |                              |                 |
|----------|----------------------|-----------|------------------------------|-----------------|
| 01-01227 | AUTRY VO-TECH CENTER | PO0140342 | HR TRAINING 2/17             | \$215.00        |
|          |                      |           | <b>HUMAN RESOURCES TOTAL</b> | <b>\$215.00</b> |

**FUND 10 DEPT 120 - LEGAL SVCS.**

|          |                                    |           |                              |                    |
|----------|------------------------------------|-----------|------------------------------|--------------------|
| 01-01783 | JP MORGAN CHASE                    | PO0140363 | CHASE PAYMENT                | \$159.13           |
| 01-02131 | LEXISNEXIS                         | PO0140165 | PROFESSIONAL SERVICE 1/17    | \$474.00           |
| 01-02961 | WORKNET OF OKLAHOMA                | PO0140318 | 2017 CERT WORKPLACE MED PLAN | \$11,500.00        |
| 01-03902 | MCGIVERN & GILLIARD A PROFESSIONAL | PO0140292 | WC/ATTORNEY FEES             | \$1,894.80         |
| 01-03902 | MCGIVERN & GILLIARD A PROFESSIONAL | PO0140291 | WC/ATTORNEY FEES             | \$275.00           |
| 01-03921 | EXPRESS SCRIPTS, INC.              | PO0140287 | WC/MEDICAL                   | \$390.51           |
| 01-04020 | PAIN MANAGEMENT OF TULSA           | PO0140296 | WC/MEDICAL                   | \$662.45           |
| 01-04328 | INTEGRIS MEDICAL GROUP             | PO0140290 | WC/MEDICAL                   | \$79.86            |
| 01-04608 | OK WORKERS COMP COMMISSION         | PO0140149 | WC/FILING FEE                | \$280.00           |
| 01-16145 | PETTY CASH                         | PO0140328 | REIMB/TRAVEL/C STEIN         | \$221.58           |
| 01-19063 | SECRETARY OF STATE/NOTARY          | PO0140250 | NOTARY APP FEE/W FRAZEE      | \$25.00            |
| 01-19063 | SECRETARY OF STATE/NOTARY          | PO0140250 | NOTARY RENEWAL/C STEIN       | \$20.00            |
| 01-19194 | OK TAX COMMISSION                  | PO0140150 | WC/STATE TAX                 | \$648.67           |
| 01-33380 | OPFER, DAVID                       | PO0140148 | WC/MEDICAL                   | \$317.36           |
| 01-33380 | OPFER, DAVID                       | PO0140219 | WC/MEDICAL                   | \$317.36           |
| 01-51430 | ENID P T PROFESSIONALS             | PO0140286 | WC/MEDICAL                   | \$101.43           |
|          |                                    |           | <b>LEGAL SVCS. TOTAL</b>     | <b>\$17,367.15</b> |

**FUND 10 DEPT 140 - SAFETY**

|          |                      |           |                      |                 |
|----------|----------------------|-----------|----------------------|-----------------|
| 01-01227 | AUTRY VO-TECH CENTER | PO0140175 | SAFETY TRAINING 2/17 | \$280.00        |
| 01-01783 | JP MORGAN CHASE      | PO0140363 | CHASE PAYMENT        | \$74.98         |
|          |                      |           | <b>SAFETY TOTAL</b>  | <b>\$354.98</b> |



**FUND 10 DEPT 150 - PR/MARKETING**

|                           |                         |           |                             |                   |
|---------------------------|-------------------------|-----------|-----------------------------|-------------------|
| 01-01783                  | JP MORGAN CHASE         | PO0140363 | CHASE PAYMENT               | \$604.77          |
| 01-04116                  | DOWNTOWN THREADS        | PO0140330 | LOGO SHIRTS (7)             | \$214.33          |
| 01-06067                  | FEDERAL EXPRESS CORP.   | PO0140301 | SHIPPING FEES               | \$152.61          |
| 01-55120                  | QUILL CORPORATION, INC. | PO0140316 | HDMI CABLE                  | \$11.99           |
| 01-72890                  | STAPLES, INC.           | PO0140304 | MONITOR WALL MOUNT/SPLITTER | \$157.18          |
| <b>PR/MARKETING TOTAL</b> |                         |           |                             | <b>\$1,140.88</b> |

**FUND 10 DEPT 200 - GENERAL GOVERNMENT**

|                                 |                              |           |                                 |                   |
|---------------------------------|------------------------------|-----------|---------------------------------|-------------------|
| 01-01783                        | JP MORGAN CHASE              | PO0140363 | CHASE PAYMENT                   | \$485.20          |
| 01-05134                        | ENID NEWS & EAGLE            | PO0140157 | PUBLICATIONS                    | \$194.24          |
| 01-05134                        | ENID NEWS & EAGLE            | PO0140249 | PUBLICATIONS                    | \$61.11           |
| 01-16145                        | PETTY CASH                   | PO0140329 | REIMB/FILING FEES               | \$21.00           |
| 01-18022                        | RUSCO PLASTICS               | PO0140240 | NAME PLATES (4)                 | \$27.40           |
| 01-39700                        | GARFIELD CO. LEGAL NEWS      | PO0140247 | PUBLICATIONS                    | \$50.20           |
| 01-41900                        | GARFIELD CO. ELECTION BOARD  | PO0140280 | GENERAL ELECTION EXPENSES 2/17  | \$1,803.70        |
| 01-50710                        | OK MUNICIPAL ASSURANCE GROUP | PO0140281 | LIAB INS DEDUCT/CLAIM 202716-ME | \$1,549.06        |
| <b>GENERAL GOVERNMENT TOTAL</b> |                              |           |                                 | <b>\$4,191.91</b> |

**FUND 10 DEPT 210 - ACCOUNTING**

|                         |                           |           |                                 |                    |
|-------------------------|---------------------------|-----------|---------------------------------|--------------------|
| 01-00085                | PITNEY BOWES              | PO0140159 | POSTAGE FEEDER/METER MAINT 3/17 | \$1,150.92         |
| 01-01472                | STAPLES ADVANTAGE         | PO0140315 | INK CARTRIDGE                   | \$115.99           |
| 01-01783                | JP MORGAN CHASE           | PO0140363 | CHASE PAYMENT                   | \$597.96           |
| 01-04679                | RSM US LLP                | PO0136474 | 2015-2016 AUDIT                 | \$7,500.00         |
| 01-15007                | OK MUNICIPAL LEAGUE, INC. | PO0140160 | 2017 OML BUDGET WORKSHOP (4)    | \$340.00           |
| 01-79890                | HAWKINS DELAFIELD WOOD    | PO0134442 | 1987A ARBITRAGE REPORTS         | \$14,000.00        |
| <b>ACCOUNTING TOTAL</b> |                           |           |                                 | <b>\$23,704.87</b> |

**FUND 10 DEPT 220 - RECORDS & RECEIPTS**

|                                     |                           |           |                                 |                   |
|-------------------------------------|---------------------------|-----------|---------------------------------|-------------------|
| 01-01472                            | STAPLES ADVANTAGE         | PO0140315 | CHAIRS (3)                      | \$1,871.97        |
| 01-01472                            | STAPLES ADVANTAGE         | PO0140321 | MANUSCRIPT COVERS               | \$21.99           |
| 01-01472                            | STAPLES ADVANTAGE         | PO0140321 | THERMAL TAPE                    | \$119.99          |
| 01-01783                            | JP MORGAN CHASE           | PO0140363 | CHASE PAYMENT                   | \$661.09          |
| 01-15007                            | OK MUNICIPAL LEAGUE, INC. | PO0140160 | 2017 OML BUDGET WORKSHOP/A LACK | \$85.00           |
| 01-39700                            | GARFIELD CO. LEGAL NEWS   | PO0140156 | ANNUAL SUBSCRIPTION RENEWAL     | \$79.00           |
| <b>RECORDS &amp; RECEIPTS TOTAL</b> |                           |           |                                 | <b>\$2,839.04</b> |

**FUND 10 DEPT 250 - INFORMATION TECHNOLOGY**

|                                     |                                |           |                           |                   |
|-------------------------------------|--------------------------------|-----------|---------------------------|-------------------|
| 01-01768                            | AT&T INTERNET SERVICES, INC.   | PO0140355 | INTERNET SERVICE 1/17     | \$1,062.00        |
| 01-01783                            | JP MORGAN CHASE                | PO0140363 | CHASE PAYMENT             | \$346.88          |
| 01-04319                            | NAPA AUTO PARTS-WAREHOUSE      | PO0140163 | WAREHOUSE PARTS 1/17      | \$10.95           |
| 01-04940                            | FORSYTHE SOLUTIONS GROUP, INC. | PO0139870 | PALO ALTO SUPPORT RENEWAL | \$7,170.50        |
| <b>INFORMATION TECHNOLOGY TOTAL</b> |                                |           |                           | <b>\$8,590.33</b> |

**FUND 10 DEPT 300 - COMMUNITY DEVELOPMENT**

|                                    |                    |           |               |                 |
|------------------------------------|--------------------|-----------|---------------|-----------------|
| 01-01472                           | STAPLES ADVANTAGE  | PO0140321 | INK CARTRIDGE | \$158.99        |
| 01-01783                           | JP MORGAN CHASE    | PO0140363 | CREDIT        | (\$796.62)      |
| 01-49880                           | DELL MARKETING, LP | PO0140259 | COMPUTER      | \$796.62        |
| <b>COMMUNITY DEVELOPMENT TOTAL</b> |                    |           |               | <b>\$158.99</b> |

**FUND 10 DEPT 350 - CODE ENFORCEMENT**

|                               |                           |           |                      |                   |
|-------------------------------|---------------------------|-----------|----------------------|-------------------|
| 01-01783                      | JP MORGAN CHASE           | PO0140363 | CHASE PAYMENT        | \$417.66          |
| 01-04319                      | NAPA AUTO PARTS-WAREHOUSE | PO0140163 | WAREHOUSE PARTS 1/17 | \$602.20          |
| 01-16145                      | PETTY CASH                | PO0140329 | REIMB/FILING FEES    | \$97.00           |
| <b>CODE ENFORCEMENT TOTAL</b> |                           |           |                      | <b>\$1,116.86</b> |

**FUND 10 DEPT 400 - ENGINEERING**

|                          |                                |           |                            |                   |
|--------------------------|--------------------------------|-----------|----------------------------|-------------------|
| 01-00703                 | APWA REGISTRATION              | PO0140311 | ANNUAL APWA MEMBERSHIP (3) | \$480.00          |
| 01-01783                 | JP MORGAN CHASE                | PO0140363 | CHASE PAYMENT              | \$980.98          |
| 01-04319                 | NAPA AUTO PARTS-WAREHOUSE      | PO0140163 | WAREHOUSE PARTS 1/17       | \$296.04          |
| 01-04661                 | OKLAHOMA COPIER SOLUTIONS, LLC | PO0140178 | MONTHLY SERVICE 1/17       | \$26.16           |
| 01-16145                 | PETTY CASH                     | PO0140327 | REIMB/TRAVEL/C GDANSKI     | \$107.54          |
| 01-16145                 | PETTY CASH                     | PO0140328 | REIMB/TRAVEL/R HITT        | \$107.54          |
| 01-16145                 | PETTY CASH                     | PO0140328 | REIMB/TRAVEL/M KATTA       | \$195.66          |
| <b>ENGINEERING TOTAL</b> |                                |           |                            | <b>\$2,193.92</b> |

**FUND 10 DEPT 700 - PUBLIC WORKS MGMT**

|                                |                                |           |                            |                   |
|--------------------------------|--------------------------------|-----------|----------------------------|-------------------|
| 01-00703                       | APWA REGISTRATION              | PO0140311 | ANNUAL APWA MEMBERSHIP (6) | \$960.00          |
| 01-01783                       | JP MORGAN CHASE                | PO0140363 | CHASE PAYMENT              | \$252.49          |
| 01-04319                       | NAPA AUTO PARTS-WAREHOUSE      | PO0140163 | WAREHOUSE PARTS 1/17       | \$131.64          |
| 01-04661                       | OKLAHOMA COPIER SOLUTIONS, LLC | PO0140178 | MONTHLY SERVICE 1/17       | \$7.34            |
| <b>PUBLIC WORKS MGMT TOTAL</b> |                                |           |                            | <b>\$1,351.47</b> |

**FUND 10 DEPT 710 - FLEET MAINTENANCE**

|                                |                                |           |                             |                   |
|--------------------------------|--------------------------------|-----------|-----------------------------|-------------------|
| 01-00838                       | SUMMIT TRUCK GROUP OF OKLAHOMA | PO0140215 | BRUSH                       | \$34.90           |
| 01-01783                       | JP MORGAN CHASE                | PO0140363 | CHASE PAYMENT               | \$230.49          |
| 01-04319                       | NAPA AUTO PARTS-WAREHOUSE      | PO0140163 | WAREHOUSE PARTS 1/17        | \$2,757.37        |
| 01-05023                       | G&K SERVICES                   | PO0140209 | UNIFORM RENTALS (7)         | \$36.27           |
| 01-05023                       | G&K SERVICES                   | PO0140211 | UNIFORM RENTALS (7)         | \$36.27           |
| 01-05023                       | G&K SERVICES                   | PO0140324 | UNIFORM RENTALS (7)         | \$57.75           |
| 01-05194                       | MOTOR INFORMATION SYSTEMS      | PO0140206 | MOTOR SOFTWARE 2/17         | \$100.00          |
| 01-13017                       | MUNN SUPPLY, INC.              | PO0140172 | CYLINDER RENTAL             | \$14.27           |
| 01-13017                       | MUNN SUPPLY, INC.              | PO0140207 | CYLINDER RENTAL             | \$35.70           |
| 01-13017                       | MUNN SUPPLY, INC.              | PO0140325 | CYLINDER RENTAL             | \$49.92           |
| 01-13218                       | MYERS TIRE SUPPLY, INC.        | PO0140224 | TIRE PATCHES/SOCKETS/VALVES | \$59.73           |
| 01-30830                       | LOCKE SUPPLY, INC.             | PO0140214 | DRAIN                       | \$64.07           |
| 01-35300                       | UNIFIRST, INC.                 | PO0140212 | SHOP TOWEL SERVICE          | \$112.31          |
| 01-35300                       | UNIFIRST, INC.                 | PO0140323 | SHOP TOWEL SERVICE          | \$109.31          |
| 01-80246                       | ATWOODS                        | PO0140221 | BOOTS/M ST JOHN             | \$89.99           |
| <b>FLEET MAINTENANCE TOTAL</b> |                                |           |                             | <b>\$3,788.35</b> |

**FUND 10 DEPT 730 - PARKS & RECREATION**

|                                     |                                    |           |                              |                    |
|-------------------------------------|------------------------------------|-----------|------------------------------|--------------------|
| 01-01017                            | ALBRIGHT STEEL & WIRE COMPANY      | PO0140208 | EXPANDED METAL/WINDOW REPAIR | \$31.18            |
| 01-01783                            | JP MORGAN CHASE                    | PO0140363 | CHASE PAYMENT                | \$4,827.30         |
| 01-02539                            | BWI COMPANIES, INC.                | PO0139874 | PESTICIDE/HERBICIDE          | \$16,796.34        |
| 01-03107                            | CHEM-CAN SERVICES, INC.            | PO0140204 | PORTABLE TOILET RENTAL 2/17  | \$165.00           |
| 01-04080                            | THE BROYHILL MANUFACTURING COMPANY | PO0140222 | V500 SEALS                   | \$373.64           |
| 01-04319                            | NAPA AUTO PARTS-WAREHOUSE          | PO0140163 | WAREHOUSE PARTS 1/17         | \$1,824.97         |
| 01-04847                            | W.W. STARR LUMBER CO., INC.        | PO0140200 | WOOD                         | \$15.02            |
| 01-05023                            | G&K SERVICES                       | PO0140195 | UNIFORM RENTALS (28)         | \$134.57           |
| 01-13017                            | MUNN SUPPLY, INC.                  | PO0140192 | CYLINDER RENTAL              | \$18.72            |
| 01-13017                            | MUNN SUPPLY, INC.                  | PO0140207 | CYLINDER RENTAL              | \$14.27            |
| 01-15061                            | OK CORRECTIONAL INDUST.            | PO0140201 | TMP-BANDY BENCH              | \$340.00           |
| 01-16145                            | PETTY CASH                         | PO0140327 | REIMB/TRAVEL/N DODGE         | \$34.62            |
| 01-19004                            | SHERWIN-WILLIAMS CO., INC.         | PO0140199 | PAINT ROLLERS (2)            | \$8.31             |
| 01-19004                            | SHERWIN-WILLIAMS CO., INC.         | PO0140340 | ROLLER COVERS (2)            | \$8.90             |
| 01-35300                            | UNIFIRST, INC.                     | PO0140193 | SHOP TOWEL SERVICE           | \$54.00            |
| 01-80153                            | KINNUNEN, INC.                     | PO0140198 | DUST MASKS (100)             | \$18.00            |
| 01-80246                            | ATWOODS                            | PO0140196 | BOOTS/P REUSS                | \$99.94            |
| 01-80473                            | ACE HARDWARE-SOUTHERN HARDLINES    | PO0140194 | ROPE                         | \$6.00             |
| 01-80473                            | ACE HARDWARE-SOUTHERN HARDLINES    | PO0140197 | PRIMER (2)                   | \$9.98             |
| <b>PARKS &amp; RECREATION TOTAL</b> |                                    |           |                              | <b>\$24,780.76</b> |

**FUND 10 DEPT 740 - STRMWTR & ROADWAY MAINT.**

|          |                           |           |               |            |
|----------|---------------------------|-----------|---------------|------------|
| 01-01783 | JP MORGAN CHASE           | PO0140363 | CHASE PAYMENT | \$1,230.44 |
| 01-02243 | BB MACHINE & SUPPLY, INC. | PO0140213 | V933 COUPLER  | \$309.54   |
| 01-02243 | BB MACHINE & SUPPLY, INC. | PO0140305 | HOSE          | \$23.25    |

|          |                               |           |   |                    |
|----------|-------------------------------|-----------|---|--------------------|
| 01-02539 | BWI COMPANIES, INC.           | PO0139874 | PESTICIDE/HERBICIDE                       | \$6,556.81         |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY | PO0140164 | V146 GASKET/BOLTS                         | \$60.24            |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY | PO0140230 | V178 BOLTS                                | \$11.00            |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY | PO0140230 | V934 IDLER                                | \$35.77            |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY | PO0140326 | V934 CYLINDER/ROLLER                      | \$139.79           |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY | PO0140368 | V178/V265 DOZER PINS/TEETH                | \$237.76           |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY | PO0140368 | V940 HOSE/BUMPER                          | \$216.10           |
| 01-04207 | FOUR J'S TIRE SERVICE, LLC    | PO0140322 | V139 TIRES (2)/ALIGNMENT                  | \$929.56           |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE     | PO0140163 | WAREHOUSE PARTS 1/17                      | \$3,443.08         |
| 01-05023 | G&K SERVICES                  | PO0140371 | UNIFORM RENTALS (34)                      | \$159.40           |
| 01-05066 | BRUCKNER TRUCK SALES, INC.    | PO0140307 | SCREWS/BOLTS                              | \$29.67            |
| 01-13017 | MUNN SUPPLY, INC.             | PO0140172 | CYLINDER RENTAL                           | \$17.83            |
| 01-22027 | G W VAN KEPPEL CO, INC.       | PO0139391 | V192 PAD FOOT PACKER                      | \$699.17           |
| 01-33210 | P & K EQUIPMENT, INC.         | PO0140176 | V571 FILTER                               | \$36.39            |
| 01-33210 | P & K EQUIPMENT, INC.         | PO0140176 | V583 DIPSTICK                             | \$22.98            |
| 01-33210 | P & K EQUIPMENT, INC.         | PO0140176 | V585 SKID PLATE                           | \$140.20           |
| 01-66270 | SOUTHWEST TRAILER             | PO0140235 | TARP                                      | \$82.87            |
| 01-76250 | LOGAN COUNTY ASPHALT COMPANY  | PO0140272 | PROLINE PATCH                             | \$1,611.90         |
| 01-80153 | KINNUNEN, INC.                | PO0140174 | FLASHLIGHTS (5)/BATTERIES (10)            | \$202.30           |
| 01-80246 | ATWOODS                       | PO0140166 | PUMP                                      | \$79.99            |
|          |                               |           | <b>STRMWTR &amp; ROADWAY MAINT. TOTAL</b> | <b>\$16,276.04</b> |

**FUND 10 DEPT 750 - TECHNICAL SERVICES**

|          |                               |           |                                     |                   |
|----------|-------------------------------|-----------|-------------------------------------|-------------------|
| 01-00092 | CONSTRUCTION INDUSTRIES BOARD | PO0140309 | LICENSE RENEWAL/D SMITH             | \$75.00           |
| 01-01783 | JP MORGAN CHASE               | PO0140363 | CHASE PAYMENT                       | \$4,224.17        |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE     | PO0140163 | WAREHOUSE PARTS 1/17                | \$576.06          |
| 01-04989 | THE ALARM GROUP               | PO0140364 | ANNUAL MONITORING SERVICE 9/16-8/17 | \$300.00          |
| 01-16008 | PINKLEY SALES CO.             | PO0140231 | CONTROLLER REPAIR                   | \$400.65          |
|          |                               |           | <b>TECHNICAL SERVICES TOTAL</b>     | <b>\$5,575.88</b> |

**FUND 10 DEPT 900 - LIBRARY**

|          |                          |           |                            |                   |
|----------|--------------------------|-----------|----------------------------|-------------------|
| 01-01338 | J & P SUPPLY, INC.       | PO0140242 | ABSORBENT/AEROSOL          | \$88.18           |
| 01-01783 | JP MORGAN CHASE          | PO0140363 | CHASE PAYMENT              | \$2,402.41        |
| 01-02658 | LIBRARICA LLC            | PO0140232 | SOFTWARE SUPPORT 3/17-3/18 | \$885.23          |
| 01-04587 | RICHTER, SARA JANE       | PO0140308 | LTAIO PRESENTATION         | \$122.25          |
| 01-05254 | AUXIER, JONATHAN LINCOLN | PO0140252 | PRESENTATION 3/8/17        | \$875.00          |
| 01-13017 | MUNN SUPPLY, INC.        | PO0140172 | CYLINDER RENTAL            | \$70.00           |
|          |                          |           | <b>LIBRARY TOTAL</b>       | <b>\$4,443.07</b> |

**FUND 10 DEPT 955 - CAPITAL ASSETS & PROJECTS**

|          |                         |           |  |                     |
|----------|-------------------------|-----------|--|---------------------|
| 01-03661 | RK BLACK, INC.          | PO0140068 | COPIER/PRINTER/SCANNER                     | \$6,675.50          |
| 01-53780 | EZ-LINER INDUSTRIES INC | PO0136771 | PAINT STRIPING MACHINE                     | \$185,300.00        |
|          |                         |           | <b>CAPITAL ASSETS &amp; PROJECTS TOTAL</b> | <b>\$191,975.50</b> |

**FUND 14 DEPT 145 - HEALTH FUND**

|          |                             |           |                              |                    |
|----------|-----------------------------|-----------|------------------------------|--------------------|
| 01-01869 | DEARBORN LIFE INSURANCE CO. | PO0140360 | INSURANCE PREMIUMS 2/17-3/17 | \$5,723.40         |
| 01-05103 | SA BENEFIT SERVICES, LLC    | PO0140358 | STOP LOSS FEES 2/17          | \$18,854.68        |
| 01-05103 | SA BENEFIT SERVICES, LLC    | PO0140359 | STOP LOSS FEES 3/17          | \$19,048.62        |
|          |                             |           | <b>HEALTH FUND TOTAL</b>     | <b>\$43,626.70</b> |

**FUND 20 DEPT 205 - AIRPORT**

|          |                           |           |                               |            |
|----------|---------------------------|-----------|-------------------------------|------------|
| 01-00540 | SIMONS PETROLEUM, LLC     | PO0140171 | DYED DIESEL                   | \$376.85   |
| 01-00540 | SIMONS PETROLEUM, LLC     | PO0140294 | UNLEADED                      | \$775.86   |
| 01-01338 | J & P SUPPLY, INC.        | PO0140238 | TOWELS/CLEANER                | \$56.60    |
| 01-01783 | JP MORGAN CHASE           | PO0140363 | CHASE PAYMENT                 | \$415.73   |
| 01-02857 | DML POWER WASHING         | PO0140170 | POWER WASH/VENT HOOD          | \$375.00   |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE | PO0140163 | CREDIT                        | (\$11.69)  |
| 01-04684 | OROSCO, NANCY             | PO0140297 | JANITORIAL SERVICE 2/17       | \$187.50   |
| 01-05050 | ENVIROTECH                | PO0140275 | RWY 13/31/TWY B/ CORE SAMPLES | \$1,580.00 |
| 01-13017 | MUNN SUPPLY, INC.         | PO0140168 | CYLINDER RENTAL 2017          | \$140.00   |

|          |                            |           |                            |                   |
|----------|----------------------------|-----------|----------------------------|-------------------|
| 01-23062 | WATER ONE, INC.            | PO0140245 | WATER SOFTENER RENTAL 2/17 | \$47.00           |
| 01-23076 | WING AERO PRODUCTS, INC.   | PO0140372 | CHARTS/SECTIONALS          | \$207.81          |
| 01-35900 | INSELMAN ELECTRIC CO       | PO0140146 | FLOOD LIGHT INSTALLATION   | \$2,743.17        |
| 01-80343 | FENTRESS OIL COMPANY, INC. | PO0140295 | OIL/ST                     | \$344.91          |
|          |                            |           | <b>AIRPORT TOTAL</b>       | <b>\$7,238.74</b> |

**FUND 22 DEPT 225 - GOLF**

|          |                              |           |                                |                   |
|----------|------------------------------|-----------|--------------------------------|-------------------|
| 01-00461 | HOT SHOT POWER WASHING, INC. | PO0140332 | CLEAN/DEGREASE/KITCHEN EXHAUST | \$350.00          |
| 01-01338 | J & P SUPPLY, INC.           | PO0140331 | AEROSOL/CLEANER                | \$111.10          |
| 01-01783 | JP MORGAN CHASE              | PO0140363 | CHASE PAYMENT                  | \$577.56          |
| 01-02539 | BWI COMPANIES, INC.          | PO0140233 | HERBICIDE/DYE                  | \$273.45          |
| 01-05230 | POPE DISTRIBUTING CO, INC.   | PO0140310 | BEER/ST                        | \$280.80          |
| 01-05241 | CALLAWAY GOLF SALES CO       | PO0140203 | GOLF BALLS/ST                  | \$186.84          |
| 01-05528 | ANHEUSER-BUSCH, LLC          | PO0140202 | BEER/ST                        | \$248.90          |
| 01-13017 | MUNN SUPPLY, INC.            | PO0140172 | CYLINDER RENTAL                | \$7.14            |
| 01-13145 | MID-AMERICA WHOLESALE, INC.  | PO0140169 | PLATES/TRAYS/KETCHUP           | \$95.89           |
| 01-13145 | MID-AMERICA WHOLESALE, INC.  | PO0140169 | GOLF CONCESSIONS/ST            | \$140.23          |
| 01-13145 | MID-AMERICA WHOLESALE, INC.  | PO0140225 | GOLF CONCESSIONS/ST            | \$23.07           |
| 01-13145 | MID-AMERICA WHOLESALE, INC.  | PO0140225 | MUSTARD/MAYO                   | \$65.48           |
|          |                              |           | <b>GOLF TOTAL</b>              | <b>\$2,360.46</b> |

**FUND 30 DEPT 305 - STREET & ALLEY**

|          |                              |           |                                 |                     |
|----------|------------------------------|-----------|---------------------------------|---------------------|
| 01-00158 | C-P INTEGRATED SERVICES INC. | PO0135139 | R-1605A ROAD RECONSTRUCTION     | \$97,302.89         |
| 01-01783 | JP MORGAN CHASE              | PO0140363 | CHASE PAYMENT                   | \$42.00             |
| 01-11060 | KIRBY-SMITH OKLAHOMA         | PO0139553 | R-1708 PAD FOOT ROLLER          | \$2,750.00          |
|          |                              |           | <b>STREET &amp; ALLEY TOTAL</b> | <b>\$100,094.89</b> |

**FUND 31 DEPT 230 - UTILITY BILLING**

|          |                            |           |                              |                 |
|----------|----------------------------|-----------|------------------------------|-----------------|
| 01-00793 | ONESOURCE MANAGED SERVICES | PO0140298 | PRINTER MAINTENANCE 2/17     | \$227.70        |
| 01-01783 | JP MORGAN CHASE            | PO0140363 | CHASE PAYMENT                | \$15.98         |
| 01-02750 | AQUA EXPRESS NORTH, LLC    | PO0140299 | CAR WASHES (2)               | \$18.00         |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE  | PO0140163 | WAREHOUSE PARTS 1/17         | \$236.67        |
| 01-16004 | PDQ PRINTING               | PO0140239 | DOOR HANGERS (1000)          | \$145.00        |
|          |                            |           | <b>UTILITY BILLING TOTAL</b> | <b>\$643.35</b> |

**FUND 31 DEPT 760 - SOLID WASTE SERVICES**

|          |                                |           |                                   |             |
|----------|--------------------------------|-----------|-----------------------------------|-------------|
| 01-00103 | WARREN CAT, INC.               | PO0140236 | V265 VALVE                        | \$292.89    |
| 01-00103 | WARREN CAT, INC.               | PO0140338 | V252 INJECTOR                     | \$2,428.28  |
| 01-00159 | UNITED STATES GYPSUM COMPANY   | PO0140226 | CRUSHER RUN                       | \$1,569.18  |
| 01-00838 | SUMMIT TRUCK GROUP OF OKLAHOMA | PO0140191 | BRUSH                             | \$38.60     |
| 01-01783 | JP MORGAN CHASE                | PO0140363 | CHASE PAYMENT                     | \$571.01    |
| 01-02243 | BB MACHINE & SUPPLY, INC.      | PO0140227 | V252 HOSE STEMS (4)/HOSE/ELBOW    | \$73.43     |
| 01-02243 | BB MACHINE & SUPPLY, INC.      | PO0140335 | V252 BEARING                      | \$21.88     |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY  | PO0140180 | RENTAL DOZER/FAN                  | \$299.64    |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY  | PO0140186 | RENTAL LOADER/GLASS               | \$391.51    |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY  | PO0140268 | V261 SCRAPER/PLATE                | \$1,706.23  |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY  | PO0140336 | V267 HOSE                         | \$37.91     |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY  | PO0135941 | LOADER RENTAL 3/17                | \$3,300.00  |
| 01-03921 | EXPRESS SCRIPTS, INC.          | PO0140287 | WC/MEDICAL                        | \$679.24    |
| 01-04060 | SCS AQUATERRA                  | PO0138259 | ANNUAL TITLE V AIR PERMIT RENEWAL | \$2,800.00  |
| 01-04116 | DOWNTOWN THREADS               | PO0140243 | HOODIE LOGO/C STONE               | \$4.75      |
| 01-04207 | FOUR J'S TIRE SERVICE, LLC     | PO0140337 | V226 TIRES (2)                    | \$1,157.00  |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE      | PO0140163 | WAREHOUSE PARTS 1/17              | \$18,385.96 |
| 01-04563 | XPRESS WELLNESS, LLC           | PO0140300 | WC/MEDICAL                        | \$203.58    |
| 01-04705 | EVERBRIDGE, INC.               | PO0139805 | SOFTWARE SERVICE 1/17-6/17        | \$4,063.92  |
| 01-05023 | G&K SERVICES                   | PO0140371 | UNIFORM RENTALS (35)              | \$225.97    |
| 01-05066 | BRUCKNER TRUCK SALES, INC.     | PO0140339 | V517 SENSOR REPLACE               | \$2,284.32  |
| 01-05067 | ENID GLASSWORKS, INC.          | PO0140216 | V245/V250 GLASS                   | \$645.59    |
| 01-05173 | VEACH SERVICES, LLC            | PO0139735 | V216 TANDUM VEIN FRONT PUMP       | \$3,729.25  |
| 01-05207 | EMPIRE FINANCIAL, LLC          | PO0139550 | TRASH TRUCK LEASE 3/17            | \$9,466.89  |
| 01-05255 | HIDDEN, EARL R                 | PO0140285 | WC/TRAVEL REIMB                   | \$321.00    |
| 01-13017 | MUNN SUPPLY, INC.              | PO0140172 | CYLINDER RENTAL                   | \$175.37    |

|          |                           |           |                                   |                    |
|----------|---------------------------|-----------|-----------------------------------|--------------------|
| 01-13089 | MERRIFIELD OFFICE SUPPLY  | PO0140185 | CALCULATOR INK (5)                | \$22.65            |
| 01-15151 | OK DIAGNOSTIC IMAGING 2   | PO0140293 | WC/MEDICAL                        | \$736.15           |
| 01-19001 | STANLEY'S WRECKER SERVICE | PO0140220 | V218 TOW                          | \$225.00           |
| 01-40180 | WAY OUT WEST              | PO0140258 | BOOTS/C HEDGES                    | \$125.00           |
| 01-80246 | ATWOODS                   | PO0140188 | TOOL SET/BOOT SCRUBBER            | \$174.98           |
|          |                           |           | <b>SOLID WASTE SERVICES TOTAL</b> | <b>\$56,157.18</b> |

**FUND 31 DEPT 785 - PUBLIC UTILITIES MGMT**

|          |                   |           |                                    |                 |
|----------|-------------------|-----------|------------------------------------|-----------------|
| 01-00703 | APWA REGISTRATION | PO0140311 | ANNUAL APWA MEMBERSHIP (3)         | \$480.00        |
| 01-01783 | JP MORGAN CHASE   | PO0140363 | CHASE PAYMENT                      | \$271.89        |
|          |                   |           | <b>PUBLIC UTILITIES MGMT TOTAL</b> | <b>\$751.89</b> |

**FUND 31 DEPT 790 - WATER PRODUCTION**

|          |                                 |           |   |                   |
|----------|---------------------------------|-----------|---|-------------------|
| 01-01178 | ACCURATE, INC.                  | PO0140267 | SAMPLE ANALYSIS                         | \$862.50          |
| 01-01783 | JP MORGAN CHASE                 | PO0140363 | CHASE PAYMENT                           | \$931.46          |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE       | PO0140163 | WAREHOUSE PARTS 1/17                    | \$133.26          |
| 01-13017 | MUNN SUPPLY, INC.               | PO0140265 | CYLINDER RENTAL                         | \$21.40           |
| 01-19004 | SHERWIN-WILLIAMS CO., INC.      | PO0140262 | PAINT/THINNER/SPRAY TIP/TAPE/TRAY/LINER | \$854.96          |
| 01-38030 | DAL SECURITY, INC.              | PO0140266 | MONTHLY MONITORING 2/17                 | \$50.00           |
| 01-50210 | LOWE'S HOME CENTERS, INC.       | PO0140261 | POWER WASHER                            | \$198.54          |
| 01-51190 | JACK'S OUTDOOR POWER EQUIPMENT  | PO0140263 | WEED EATER HEAD                         | \$32.46           |
| 01-79980 | PIONEER BUSINESS SOLUTION       | PO0140257 | MONTHLY SERVICE 2/17                    | \$328.99          |
| 01-80246 | ATWOODS                         | PO0140260 | BATTERIES (2)/SPREADER                  | \$269.97          |
| 01-80473 | ACE HARDWARE-SOUTHERN HARDLINES | PO0140264 | VALVE                                   | \$6.99            |
|          |                                 |           | <b>WATER PRODUCTION TOTAL</b>           | <b>\$3,690.53</b> |

**FUND 31 DEPT 795 - WATER RECLAMATION SERVICES**

|          |                                 |           |   |                    |
|----------|---------------------------------|-----------|---|--------------------|
| 01-00917 | HD SUPPLY WATERWORKS            | PO0140246 | LUBE                                    | \$22.50            |
| 01-00917 | HD SUPPLY WATERWORKS            | PO0140369 | GASKET SETS (47)                        | \$730.41           |
| 01-01783 | JP MORGAN CHASE                 | PO0140363 | CHASE PAYMENT                           | \$237.18           |
| 01-02017 | A. W. BRUEGGEMANN CO., INC.     | PO0140184 | ADAPTER/FITTINGS                        | \$52.04            |
| 01-02243 | BB MACHINE & SUPPLY, INC.       | PO0140223 | V347 COUPLER                            | \$170.96           |
| 01-02243 | BB MACHINE & SUPPLY, INC.       | PO0140251 | V347 COUPLER                            | \$138.28           |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY   | PO0140164 | V345 HYDRAULIC OIL                      | \$250.05           |
| 01-03253 | YELLOWHOUSE MACHINERY COMPANY   | PO0140210 | V345 O-RING                             | \$15.93            |
| 01-04033 | DOLESE BROTHERS CO., INC.       | PO0140228 | CRUSHER RUN                             | \$228.37           |
| 01-04033 | DOLESE BROTHERS CO., INC.       | PO0140244 | ROCK                                    | \$240.52           |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE       | PO0140163 | WAREHOUSE PARTS 1/17                    | \$10,865.30        |
| 01-04429 | STOVER & ASSOCIATES, INC        | PO0140158 | POSTAGE                                 | \$92.46            |
| 01-05005 | ENID CONCRETE CO., INC.         | PO0140229 | CONCRETE                                | \$371.33           |
| 01-05005 | ENID CONCRETE CO., INC.         | PO0140269 | CONCRETE                                | \$1,028.25         |
| 01-05023 | G&K SERVICES                    | PO0140371 | UNIFORM RENTALS (28)                    | \$129.06           |
| 01-05256 | OVERSTREET, REED T              | PO0140312 | REIMB/CROP DAMAGE                       | \$1,750.00         |
| 01-13017 | MUNN SUPPLY, INC.               | PO0140172 | CYLINDER RENTAL                         | \$49.92            |
| 01-13017 | MUNN SUPPLY, INC.               | PO0140183 | CYLINDER RENTAL                         | \$9.30             |
| 01-13089 | MERRIFIELD OFFICE SUPPLY        | PO0140182 | CHAIR MATS (3)                          | \$330.00           |
| 01-13089 | MERRIFIELD OFFICE SUPPLY        | PO0140182 | PENS/BINDER/HIGHLIGHTERS                | \$39.63            |
| 01-13223 | M&M SUPPLY COMPANY              | PO0140341 | COUPLERS (2)                            | \$157.12           |
| 01-15083 | OK CONTRACTORS SUPPLY           | PO0140237 | NOZZLES (2)                             | \$199.90           |
| 01-31930 | OK ONE-CALL SYSTEM, INC.        | PO0140370 | ANNUAL MEMBERSHIP FEES                  | \$50.00            |
| 01-50210 | LOWE'S HOME CENTERS, INC.       | PO0140189 | LAVA ROCK/HOSE                          | \$126.46           |
| 01-59250 | USA BLUEBOOK                    | PO0140181 | COUPLERS/ADAPTERS                       | \$150.16           |
| 01-59250 | USA BLUEBOOK                    | PO0140181 | SIGNS (2)                               | \$911.20           |
| 01-80153 | KINNUNEN, INC.                  | PO0140174 | COUPLER/FITTINGS                        | \$68.72            |
| 01-80153 | KINNUNEN, INC.                  | PO0140187 | IMPACT WRENCH/WEB SLINGS (2)            | \$205.48           |
| 01-80473 | ACE HARDWARE-SOUTHERN HARDLINES | PO0140167 | CAULK/SPACKLE/PUTTY KNIFE               | \$88.74            |
|          |                                 |           | <b>WATER RECLAMATION SERVICES TOTAL</b> | <b>\$18,709.27</b> |

**FUND 31 DEPT 799 - WASTEWATER PLANT MGMT**

|          |                           |           |                                |            |
|----------|---------------------------|-----------|--------------------------------|------------|
| 01-01178 | ACCURATE, INC.            | PO0140271 | FLASKS/PHOSPHORUS/AMMONIA TEST | \$1,353.27 |
| 01-01783 | JP MORGAN CHASE           | PO0140363 | CHASE PAYMENT                  | \$737.87   |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE | PO0140163 | WAREHOUSE PARTS 1/17           | \$428.46   |

|          |                           |           |                                    |                     |
|----------|---------------------------|-----------|------------------------------------|---------------------|
| 01-04429 | STOVER & ASSOCIATES, INC  | PO0136891 | PLANT MGMT SERVICES 2/17           | \$105,264.21        |
| 01-04989 | THE ALARM GROUP           | PO0140364 | ALARM EVALUATION/SERVICE           | \$210.00            |
| 01-05006 | ENID ELECTRIC MOTOR       | PO0140270 | PUMP/BALL BEARING                  | \$1,399.53          |
| 01-50210 | LOWE'S HOME CENTERS, INC. | PO0140189 | SOCKET SET/SOCKET EXT/TOOL BAG     | \$88.29             |
|          |                           |           | <b>WASTEWATER PLANT MGMT TOTAL</b> | <b>\$109,481.63</b> |

**FUND 32 DEPT 325 - E.E.D.A.**

|          |                            |           |                               |                    |
|----------|----------------------------|-----------|-------------------------------|--------------------|
| 01-02687 | RETAIL ATTRACTIONS, LLC    | PO0136054 | CONSULTING SERVICE 2/17       | \$6,000.00         |
| 01-04063 | JUMBO IV, LLC              | PO0140320 | 4TH QTR 2016 SALES TAX REBATE | \$8,437.68         |
| 01-04347 | ENID CROSSING INVESTORS LP | PO0140319 | 4TH QTR 2016 SALES TAX REBATE | \$22,418.91        |
|          |                            |           | <b>E.E.D.A. TOTAL</b>         | <b>\$36,856.59</b> |

**FUND 33 DEPT 335 - V.D.A.**

|          |                      |           |                                   |                    |
|----------|----------------------|-----------|-----------------------------------|--------------------|
| 01-00223 | COOPER, MICHAEL G.   | PO0140273 | REIMB/PHONE SERVICE 1/17          | \$96.49            |
| 01-00223 | COOPER, MICHAEL G.   | PO0140273 | REIMB/ARMED SERVICE COMMITTEE MTG | \$59.68            |
| 01-00223 | COOPER, MICHAEL G.   | PO0136199 | CONSULTING SERVICE                | \$10,000.00        |
| 01-01227 | AUTRY VO-TECH CENTER | PO0140175 | TUITION ASSISTANCE/A BROWN        | \$199.00           |
| 01-01227 | AUTRY VO-TECH CENTER | PO0140362 | TUITION REIMB/W JIMENEZ           | \$300.00           |
| 01-05252 | BROWN, ANJELICA      | PO0140179 | TEXTBOOK REIMBURSEMENT            | \$75.00            |
|          |                      |           | <b>V.D.A. TOTAL</b>               | <b>\$10,730.17</b> |

**FUND 40 DEPT 405 - CAPITAL IMPROVEMENT**

|          |                              |           |                                  |                    |
|----------|------------------------------|-----------|----------------------------------|--------------------|
| 01-00158 | C-P INTEGRATED SERVICES INC. | PO0135139 | R-1603C ROAD RECONSTRUCTION      | \$6,474.17         |
| 01-05225 | BNSF RAILWAY COMPANY         | PO0140217 | R-1701A LIABILITY INSURANCE      | \$575.00           |
| 01-05225 | BNSF RAILWAY COMPANY         | PO0140218 | R-1701A PERMIT APP FEE           | \$25.00            |
| 01-05253 | SIMPSON, RICHARD K           | PO0140205 | R-1701A EASEMENT                 | \$4,000.00         |
| 01-39700 | GARFIELD CO. LEGAL NEWS      | PO0140248 | R-1701A PUBLICATIONS             | \$340.60           |
| 01-60230 | RICK LORENZ CONSTRUCTION     | PO0137448 | M-1702A TRAIL IMPROVEMENTS       | \$13,770.17        |
|          |                              |           | <b>CAPITAL IMPROVEMENT TOTAL</b> | <b>\$25,184.94</b> |

**FUND 42 DEPT 425 - SANITARY SEWER FUND**

|          |                  |           |                                  |                    |
|----------|------------------|-----------|----------------------------------|--------------------|
| 01-12007 | LUCKINBILL, INC. | PO0135425 | S-1609A 2016 SEWER REPAIR        | \$62,007.45        |
|          |                  |           | <b>SANITARY SEWER FUND TOTAL</b> | <b>\$62,007.45</b> |

**FUND 44 DEPT 445 - WATER CAP. IMPROVEMENT FUND**

|          |                                    |           |  |                    |
|----------|------------------------------------|-----------|--|--------------------|
| 01-03707 | DOERNER, SAUNDERS, DANIEL & ANDERS | PO0140283 | W-1304B WATER RIGHTS                     | \$1,664.35         |
| 01-04232 | GABLE GOTWALS                      | PO0140282 | W-1304B PROFESSIONAL SERVICE             | \$13,868.50        |
|          |                                    |           | <b>WATER CAP. IMPROVEMENT FUND TOTAL</b> | <b>\$15,532.85</b> |

**FUND 50 DEPT 505 - 911**

|          |                 |           |                  |                |
|----------|-----------------|-----------|------------------|----------------|
| 01-01783 | JP MORGAN CHASE | PO0140363 | CHASE PAYMENT    | \$64.00        |
|          |                 |           | <b>911 TOTAL</b> | <b>\$64.00</b> |

**FUND 51 DEPT 515 - POLICE**

|          |                                    |           |                              |            |
|----------|------------------------------------|-----------|------------------------------|------------|
| 01-01783 | JP MORGAN CHASE                    | PO0140363 | CHASE PAYMENT                | \$2,095.96 |
| 01-02018 | BASS BAPTIST HEALTH CENTER - DALLA | PO0140289 | WC/MEDICAL/J ROBINSON        | \$583.76   |
| 01-02750 | AQUA EXPRESS NORTH, LLC            | PO0140303 | CAR WASHES (74)              | \$296.00   |
| 01-03001 | CUMMINS SOUTHERN PLAINS            | PO0140317 | GENERATOR INSPECTION/SERVICE | \$767.00   |
| 01-03453 | SALTUS TECHNOLOGIES, LLC           | PO0140277 | BATTERIES (30)/CHARGERS (5)  | \$1,181.35 |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE          | PO0140163 | WAREHOUSE PARTS 1/17         | \$3,009.56 |
| 01-04328 | INTEGRIS MEDICAL GROUP             | PO0140290 | WC/MEDICAL/J ROBINSON        | \$52.72    |
| 01-04997 | WOLFOM ENTERPRISES                 | PO0140278 | CAMERAS (3)/HEADSETS (3)     | \$2,339.91 |
| 01-05007 | LAW ENFORCEMENT PSYCH SVS          | PO0140254 | PSYCH EVALUATIONS (3)        | \$570.00   |
| 01-16004 | PDQ PRINTING                       | PO0140255 | BUSINESS CARDS/B SKAGGS      | \$45.00    |
| 01-18022 | RUSCO PLASTICS                     | PO0140256 | PLATE ENGRAVING              | \$4.00     |
| 01-19001 | STANLEY'S WRECKER SERVICE          | PO0140220 | V2067 TOW                    | \$75.00    |

|          |                               |           |                              |                     |
|----------|-------------------------------|-----------|------------------------------|---------------------|
| 01-19165 | STEVENS FORD, INC.            | PO0136262 | 2017 POLICE INTERCEPTORS (6) | \$208,811.82        |
| 01-30830 | LOCKE SUPPLY, INC.            | PO0140253 | FAN                          | \$137.37            |
| 01-51430 | ENID P T PROFESSIONALS        | PO0140286 | WC/MEDICAL/A MORRIS          | \$1,010.16          |
| 01-58530 | INTEGRIS OCC. EMPLOYEE HEALTH | PO0140279 | PHYSICALS (3)                | \$1,425.00          |
| 01-79290 | SIGN SHACK THE                | PO0140276 | V2030/V2032/V2033 DECALS     | \$1,110.00          |
| 01-79290 | SIGN SHACK THE                | PO0140314 | V2034 DECALS                 | \$370.00            |
|          |                               |           | <b>POLICE TOTAL</b>          | <b>\$223,884.61</b> |

**FUND 60 DEPT 605 - E.E.C.C.H.**

|          |                                   |           |                         |                    |
|----------|-----------------------------------|-----------|-------------------------|--------------------|
| 01-04656 | CENTERPOINT ENERGY SERVICES, INC. | PO0140274 | MONTHLY SERVICE 1/17    | \$3,032.35         |
| 01-15127 | OK NATURAL GAS                    | PO0140153 | MONTHLY SERVICE 1/17    | \$1,243.16         |
| 01-15127 | OK NATURAL GAS                    | PO0140313 | MONTHLY SERVICE 2/17    | \$68.00            |
| 01-80045 | CHISHOLM TRAIL EXPO CENTER        | PO0140367 | HOTEL TAX 1/17          | \$49,365.30        |
|          |                                   |           | <b>E.E.C.C.H. TOTAL</b> | <b>\$53,708.81</b> |

**FUND 65 DEPT 655 - FIRE**

|          |                                    |           |                                   |                   |
|----------|------------------------------------|-----------|-----------------------------------|-------------------|
| 01-00216 | PROFESSIONAL FIREFIGHTERS OF ENID  | PO0140349 | REIMB/FLOAL ARRANGEMENT           | \$86.30           |
| 01-00361 | SIMPLEX GRINNELL, LP               | PO0140348 | ALARM PANEL REPAIR                | \$836.25          |
| 01-00781 | INTERSTATE ALL BATTERY CENTER, INC | PO0140346 | V1012 BATTERY                     | \$113.95          |
| 01-00838 | SUMMIT TRUCK GROUP OF OKLAHOMA     | PO0140334 | V1040 TENSIONER/SENSOR SEAL       | \$135.15          |
| 01-00838 | SUMMIT TRUCK GROUP OF OKLAHOMA     | PO0140334 | V1044 FILTERS (2)                 | \$143.55          |
| 01-01338 | J & P SUPPLY, INC.                 | PO0140352 | TOWELS/TISSUE/DETERGENT           | \$218.97          |
| 01-01476 | NORTHERN SAFETY CO., INC.          | PO0140357 | COVERALLS (20)/CONNECTOR KITS (2) | \$324.28          |
| 01-01783 | JP MORGAN CHASE                    | PO0140363 | CHASE PAYMENT                     | \$1,403.64        |
| 01-04030 | WELDON PARTS, INC.                 | PO0140333 | V1040 BUSHINGS                    | \$11.44           |
| 01-04661 | OKLAHOMA COPIER SOLUTIONS, LLC     | PO0140350 | COPIER MAINTENANCE 2/17           | \$63.69           |
| 01-04926 | HAMPEL OIL DISTRIBUTORS, INC.      | PO0140345 | OIL ANALYSIS (10)                 | \$110.00          |
| 01-15132 | O'REILLY AUTO PARTS, INC.          | PO0140344 | V1026 FILTER                      | \$11.08           |
| 01-15132 | O'REILLY AUTO PARTS, INC.          | PO0140344 | V1044 FILTERS (3)/FUEL GAUGE      | \$79.46           |
| 01-19235 | SOUTHWEST TRUCK PARTS, INC.        | PO0140343 | V1034 TAIL PIPE                   | \$52.53           |
| 01-19235 | SOUTHWEST TRUCK PARTS, INC.        | PO0140343 | V1044 PLUG/ADAPTER                | \$43.57           |
| 01-30830 | LOCKE SUPPLY, INC.                 | PO0140351 | LIGHTS (3)/TIMERS (2)             | \$78.56           |
| 01-55160 | BOUND TREE MEDICAL, LLC            | PO0140353 | DISASTER POUCHES (4)              | \$179.16          |
|          |                                    |           | <b>FIRE TOTAL</b>                 | <b>\$3,891.58</b> |

**FUND 99 DEPT 995 - EPTA**

|          |                                |           |                                   |                   |
|----------|--------------------------------|-----------|-----------------------------------|-------------------|
| 01-01783 | JP MORGAN CHASE                | PO0140363 | CHASE PAYMENT                     | \$926.55          |
| 01-02594 | PIONEER TELEPHONE-MAINE        | PO0140234 | MONTHLY SERVICE 2/17              | \$26.42           |
| 01-04078 | WILLIAM R. GILLOCK, M.D.       | PO0140288 | WC/MEDICAL                        | \$67.65           |
| 01-04319 | NAPA AUTO PARTS-WAREHOUSE      | PO0140163 | WAREHOUSE PARTS 1/17              | \$139.36          |
| 01-04661 | OKLAHOMA COPIER SOLUTIONS, LLC | PO0140178 | MONTHLY SERVICE 1/17              | \$95.77           |
| 01-19001 | STANLEY'S WRECKER SERVICE      | PO0140220 | V8568 TOW                         | \$75.00           |
| 01-19047 | AT & T                         | PO0140306 | MONTHLY SERVICE 2/17              | \$271.82          |
| 01-50710 | OK MUNICIPAL ASSURANCE GROUP   | PO0140354 | GEN LIAB/AUTO INSURANCE 7/16-6/17 | \$3,225.75        |
|          |                                |           | <b>EPTA TOTAL</b>                 | <b>\$4,828.32</b> |

**COMBINED BREAKDOWN OF TOTALS**

|                     |                       |
|---------------------|-----------------------|
| EMA                 | \$189,433.85          |
| EEDA                | \$36,856.59           |
| EPTA                | \$4,828.32            |
| REMAINING FUNDS     | \$923,429.06          |
| <b>TOTAL CLAIMS</b> | <b>\$1,154,547.82</b> |

## PURCHASING CARD CLAIMS LIST

3/3/2017

**FUND 10 DEPT 100 - ADMINISTRATIVE SERVICES**

|                                      |           |   |                 |
|--------------------------------------|-----------|---|-----------------|
| 2000 CED                             | PO0140363 | LED BULBS (7)                           | 882.00          |
| AMAZON MKTPLACE PMTS                 | PO0140363 | IPAD CASE/CHARGER                       | 55.97           |
| AT&T*PREMIER EBIL                    | PO0140363 | IPAD DATA PLAN 2/17                     | 138.80          |
| BRG PRECISION PRODUCTS               | PO0140363 | DIGITAL CLOCKS (2)                      | 657.83          |
| COURTYARD BY MARRIOTT                | PO0140363 | LODGING/NAT TORNADO SUMMIT/M HONIGSBERG | 255.56          |
| CVS/PHARMACY #10102                  | PO0140363 | THANK YOU CARDS                         | 5.98            |
| ENID WINNELSON CO                    | PO0140363 | CLOSET REPAIR KIT/SWEAT KIT             | 64.05           |
| JUMBO FOODS                          | PO0140363 | MEAL/LEGISLATIVE FORUM                  | 52.99           |
| OLIVE GARDEN 400044446               | PO0140363 | MEAL/NAT TORNADO SUMMIT/M HONIGSBERG    | 13.85           |
| SQ *SQ *KLINE SIGN L.L               | PO0140363 | STORM SIREN REPLACEMENT                 | 210.00          |
| STUART C IRBY                        | PO0140363 | PHOTOCELLS/LIGHTS                       | 67.20           |
| <b>ADMINISTRATIVE SERVICES TOTAL</b> |           |   | <b>2,404.23</b> |

**FUND 10 DEPT 110 - HUMAN RESOURCES**

|                              |           |                                   |               |
|------------------------------|-----------|-----------------------------------|---------------|
| OFFICE DEPOT #1079           | PO0140363 | THUMB DRIVES (5)/COFFEE (3)/SUGAR | 146.14        |
| OFFICEMAX/OFFICEDEPOT6       | PO0140363 | COFFEE                            | 12.99         |
| <b>HUMAN RESOURCES TOTAL</b> |           |                                   | <b>159.13</b> |

**FUND 10 DEPT 120 - LEGAL SERVICES**

|                             |           |                                       |              |
|-----------------------------|-----------|---------------------------------------|--------------|
| STAPLES 00106633            | PO0140363 | DOCUMENT PROTECTORS/LAMINATOR POUCHES | 66.49        |
| WINCHELL'S # 580            | PO0140363 | MEAL (8)/SAFETY REP MEETING           | 8.49         |
| <b>LEGAL SERVICES TOTAL</b> |           |                                       | <b>74.98</b> |

**FUND 10 DEPT 150 - PR/MARKETING**

|                           |           |                             |               |
|---------------------------|-----------|-----------------------------|---------------|
| AT&T*PREMIER EBIL         | PO0140363 | IPAD DATA PLAN 2/17         | 27.01         |
| STAPLES 00106633          | PO0140363 | HEADPHONES                  | 179.99        |
| VIDEObLOCKS COM           | PO0140363 | VIDEO SOFTWARE RENEWAL/ETN  | 198.00        |
| WESTERN SIZZLIN           | PO0140363 | MEAL/EMPLOYEE STAFF MEETING | 59.78         |
| WWW.NEWEGG.COM            | PO0140363 | REPLACEMENT SSD DRIVE       | 139.99        |
| <b>PR/MARKETING TOTAL</b> |           |                             | <b>604.77</b> |

**FUND 10 DEPT 200 - GENERAL GOVERNMENT**

|                                 |           |                                |               |
|---------------------------------|-----------|--------------------------------|---------------|
| JUMBO FOODS                     | PO0140363 | MEAL/COMMISSION MEETING        | 394.75        |
| JUMBO FOODS                     | PO0140363 | SODA/BOTTLED WATER             | 25.45         |
| OKLAHOMA MUNICIPAL LEA          | PO0140363 | OML CONF REGISTRATION/B SHEWEY | 65.00         |
| <b>GENERAL GOVERNMENT TOTAL</b> |           |                                | <b>485.20</b> |

**FUND 10 DEPT 210 - ACCOUNTING**

|                         |           |                                    |               |
|-------------------------|-----------|------------------------------------|---------------|
| AMAZON MKTPLACE PMTS    | PO0140363 | DISPLAY ADAPTER (3)                | 26.97         |
| AT&T*PREMIER EBIL       | PO0140363 | IPAD DATA PLAN 2/17                | 30.76         |
| DOMINO'S 6460           | PO0140363 | MEAL/OMCT&FOA INSTITUTE/J SMITH    | 14.17         |
| HOLIDAY INN & SUITES -  | PO0140363 | LODGING/OMCT&FOA INSTITUTE/J SMITH | 473.20        |
| MCALISTER'S DELI 711    | PO0140363 | MEAL (2)/OMCT&FOA INSTITUTE        | 16.57         |
| MOJO'S ROCKNBOWL GRILL  | PO0140363 | MEAL/OMCT&FOA INSTITUTE/J SMITH    | 22.00         |
| SONIC DRIVE-IN #6043    | PO0140363 | MEAL/OMCT&FOA INSTITUTE/J SMITH    | 9.29          |
| THE WEST END            | PO0140363 | MEAL/OMCT&FOA INSTITUTE/J SMITH    | 5.00          |
| <b>ACCOUNTING TOTAL</b> |           |                                    | <b>597.96</b> |

**FUND 10 DEPT 220 - RECORDS & RECEIPTS**

|                                     |           |                     |               |
|-------------------------------------|-----------|---------------------|---------------|
| AMAZON MKTPLACE PMTS                | PO0140363 | DISPLAY ADAPTER (2) | 13.98         |
| WWW.MADISONSEATING.COM              | PO0140363 | OFFICE CHAIR        | 647.11        |
| <b>RECORDS &amp; RECEIPTS TOTAL</b> |           |                     | <b>661.09</b> |



## PURCHASING CARD CLAIMS LIST

3/3/2017

**FUND 10 DEPT 250 - INFORMATION TECHNOLOGY**

|                                     |           |                                |               |
|-------------------------------------|-----------|--------------------------------|---------------|
| APPLEBEES NEIG98299563              | PO0140363 | MEAL/CLT TRAINING/D WATKINS    | 11.59         |
| AT&T*PREMIER EBIL                   | PO0140363 | IPAD DATA PLAN 2/17            | 23.26         |
| COLOR ID                            | PO0140363 | BADGE REELS                    | 33.00         |
| HAMP INN + SUITES ALTU              | PO0140363 | LODGING/CLT TRAINING/D WATKINS | 91.00         |
| LIVEPERSON, INC                     | PO0140363 | ONLINE CHAT/COE WEB SITE       | 159.00        |
| PHILLIPS 66 - ASAP GEN              | PO0140363 | FUEL/CLT TRAINING/D WATKINS    | 29.03         |
| <b>INFORMATION TECHNOLOGY TOTAL</b> |           |                                | <b>346.88</b> |

**FUND 10 DEPT 300 - COMMUNITY DEVELOPMENT**

|                                    |           |                            |                 |
|------------------------------------|-----------|----------------------------|-----------------|
| DMI* DELL HIGHER EDUC              | PO0140363 | (CREDIT) RETURNED COMPUTER | (796.62)        |
| <b>COMMUNITY DEVELOPMENT TOTAL</b> |           |                            | <b>(796.62)</b> |

**FUND 10 DEPT 350 - CODE ENFORCEMENT**

|                               |           |                                   |               |
|-------------------------------|-----------|-----------------------------------|---------------|
| AT&T*PREMIER EBIL             | PO0140363 | TABLET DATA PLAN 2/17             | 115.05        |
| BUILDING MEDIA INC            | PO0140363 | BUILDING INSPECTOR EXAM/P ANSTEAD | 69.00         |
| BUILDING MEDIA INC            | PO0140363 | ICC PERMIT TECH STUDY TEST/S LOCK | 69.00         |
| INT'L CODE COUNCIL INC        | PO0140363 | CODE BOOKS (4)                    | 149.38        |
| VISTAPR*VISTAPRINT.COM        | PO0140363 | CODE STAMP                        | 15.23         |
| <b>CODE ENFORCEMENT TOTAL</b> |           |                                   | <b>417.66</b> |

**FUND 10 DEPT 400 - ENGINEERING**

|                          |           |   |               |
|--------------------------|-----------|---|---------------|
| ABM PARKING OKLAHOMA C   | PO0140363 | PARKING (2)/WATER PLANT VISIT           | 30.00         |
| AMAZON MKTPLACE PMTS     | PO0140363 | DISPLAY ADAPTER                         | 6.99          |
| DRURY DENVER TECH        | PO0140363 | LODGING (5)/WATER PLANT VISIT           | 640.45        |
| EL CHARRO CGTMO LLC      | PO0140363 | MEAL (2)/WATER PLANT VISIT              | 20.87         |
| HAMP INN + SUITES ALTU   | PO0140363 | LODGING/OML LEADERSHIP TRAINING/M KATTA | 91.00         |
| HOLIDAY INN EXPRESS &    | PO0140363 | LODGING TAX (2)/WATER PLANT VISIT       | 43.70         |
| MERIDIAN LOT LLC         | PO0140363 | PARKING/WATER PLANT VISIT/M KATTA       | 17.23         |
| OKLAHOMA CITY AIRPORT    | PO0140363 | MEAL (2)/WATER PLANT VISIT              | 13.55         |
| QUALITY INN & SUITES     | PO0140363 | LODGING/WATER PLANT VISIT/C GDANSKI     | 52.12         |
| WOLF GANG PUCK EXPRESS   | PO0140363 | MEAL (4)/WATER PLANT VISIT              | 65.07         |
| <b>ENGINEERING TOTAL</b> |           |   | <b>980.98</b> |

**FUND 10 DEPT 700 - PUBLIC WORKS MGMT**

|                                |           |                              |               |
|--------------------------------|-----------|------------------------------|---------------|
| AMAZONPRIME MEMBERSHIP         | PO0140363 | ANNUAL MEMBERSHIP            | 33.00         |
| AT&T*PREMIER EBIL              | PO0140363 | IPAD DATA PLAN 2/17          | 109.56        |
| ENID WINNELSON CO              | PO0140363 | GRID STRAINER/SLIP NUT/PUTTY | 37.70         |
| KINNUNEN SALES & RENT          | PO0140363 | RUBBER GLOVES/TRASH BAGS     | 38.99         |
| PARADISE DONUTS                | PO0140363 | MEAL (6)/SUPERVISOR MEETING  | 16.50         |
| STAPLES 00106633               | PO0140363 | TISSUE/STAPLER               | 16.74         |
| <b>PUBLIC WORKS MGMT TOTAL</b> |           |                              | <b>252.49</b> |

**FUND 10 DEPT 710 - FLEET MGMT**

|                         |           |                     |               |
|-------------------------|-----------|---------------------|---------------|
| AT&T*PREMIER EBIL       | PO0140363 | IPAD DATA PLAN 2/17 | 61.52         |
| STAPLES DIRECT          | PO0140363 | INK CARTRIDGES (2)  | 168.97        |
| <b>FLEET MGMT TOTAL</b> |           |                     | <b>230.49</b> |

**FUND 10 DEPT 730 - PARKS & RECREATION**

|                        |           |  |        |
|------------------------|-----------|--|--------|
| AMAZON MKTPLACE PMTS   | PO0140363 | FLAGS (17)/NAIL GUN/NAILS                | 627.10 |
| AMAZON.COM             | PO0140363 | SAW BLADES (2)/CUT OFF WHEELS (20)/WHEEL | 301.15 |
| AMAZONPRIME MEMBERSHIP | PO0140363 | ANNUAL MEMBERSHIP                        | 33.00  |

**PURCHASING CARD CLAIMS LIST**

3/3/2017

|                                     |           |                                    |                 |
|-------------------------------------|-----------|------------------------------------|-----------------|
| AT&T*PREMIER EBIL                   | PO0140363 | IPAD DATA PLAN 2/17                | 191.08          |
| BAYLOR TOM LANDRYFITNE              | PO0140363 | (CREDIT) REFUND LIFEGUARD TRAINING | (275.00)        |
| DERBY RECREATION COMMI              | PO0140363 | LIFEGUARD CERTIFICATION            | 200.00          |
| ENID WINNELSON CO                   | PO0140363 | FAUCET KIT                         | 55.45           |
| EVERNOTE                            | PO0140363 | EVERNOTE PLAN RENEWAL              | 69.99           |
| HOTELS.COM                          | PO0140363 | LODGING/LIFEGUARD TRAINING/N DODGE | 412.72          |
| IN *ENID ELECTRIC MOTO              | PO0140363 | REBUILD ELECTRIC MOTOR             | 104.30          |
| LOWES #00205*                       | PO0140363 | SIDING/PAINT/NAILS/ADHESIVE/LEVEL  | 1,319.73        |
| OU SWIM COMPLEX                     | PO0140363 | LIFEGUARD INSTRUCTOR COURSE        | 108.75          |
| ROYCE ROLLS RINGER CO               | PO0140363 | TOILET PAPER DISPENSERS (6)        | 317.16          |
| WAYFAIR*WAYFAIR                     | PO0140363 | WALL MOUNT TOILETS (4)             | 789.92          |
| WM SUPERCENTER #499                 | PO0140363 | TOASTER OVEN/COFFEE/CREAMER/SUGAR  | 141.03          |
| WW STARR LUMBER ENID                | PO0140363 | LUMBER                             | 430.92          |
| <b>PARKS &amp; RECREATION TOTAL</b> |           |                                    | <b>4,827.30</b> |

**FUND 10 DEPT 740 - STRMWTR & ROADWAY MAINT**

|  |           |                      |                 |
|--|-----------|----------------------|-----------------|
| AT&T*PREMIER EBIL                        | PO0140363 | IPAD DATA PLAN 2/17  | 109.56          |
| NEENAH FOUNDRY COMPANY                   | PO0140363 | TRUNCATED DOMES (14) | 994.00          |
| WAKO LLC                                 | PO0140363 | HOSE/LIDS/VALVES     | 126.88          |
| <b>STRMWTR &amp; ROADWAY MAINT TOTAL</b> |           |                      | <b>1,230.44</b> |

**FUND 10 DEPT 750 - TECHNICAL SERVICES**

|                                 |           |  |                 |
|---------------------------------|-----------|--|-----------------|
| 2000 CED                        | PO0140363 | CONNECTORS                             | 37.50           |
| ACE HDWE                        | PO0140363 | GARDEN HOSE/PIPE FITTINGS              | 84.69           |
| ALBRIGHT STEEL WIRE EN          | PO0140363 | FLAT IRON                              | 15.79           |
| AMAZON MKTPLACE PMTS            | PO0140363 | SAW BLADES/CHISEL SET/ROUTER BIT       | 283.36          |
| AMAZON MKTPLACE PMTS            | PO0140363 | V329 FIRE EXTINGUISHER BRACKET         | 24.86           |
| AT&T*BILL PAYMENT               | PO0140363 | IPAD DATA PLAN 2/17                    | 213.36          |
| BRADFORD INDUSTRIAL SP          | PO0140363 | FREON                                  | 124.50          |
| CRITICAL COMM                   | PO0140363 | MONTHLY SERVICE                        | 36.68           |
| DOWNTOWN THREADS                | PO0140363 | COVERALL EMBROIDERY                    | 12.00           |
| ELLIOTT ELECTRIC SUPPL          | PO0140363 | PLIERS/CRIMPING TOOL/TAPE/CUTTER       | 305.17          |
| ENID WINNELSON CO               | PO0140363 | TOILET/SEAT/WAX RING/REPAIR KIT/FAUCET | 290.41          |
| FASTENAL COMPANY01              | PO0140363 | BIT SET/SOCKETS/PLIERS                 | 221.14          |
| GRIMSLEY'S, INC.                | PO0140363 | PAPER TOWELS/BATH TISSUE               | 369.69          |
| HOTSY OF OKLAHOMA               | PO0140363 | QUICK CONNECT COUPLERS                 | 15.18           |
| JOESCRBSHK-OKLAHOMA N.          | PO0140363 | MEAL (2)/EQUIPMENT PURCHASE            | 59.11           |
| KINNUNEN SALES & RENT           | PO0140363 | ANCHORS/STRING LINE/SAW BLADES         | 252.57          |
| LOCKE SUPPLY - ENID             | PO0140363 | HOT WATER TANK/PAN/WRENCH/FILTER       | 593.13          |
| RAMSEYS WHAT EVER               | PO0140363 | V6'10 TRAILER JACK                     | 39.90           |
| SIGNWAREHOUSE.COM               | PO0140363 | LAMINATE                               | 176.40          |
| STUART C IRBY                   | PO0140363 | ELECTRICAL SUPPLIES/TRAFFIC CONTROL    | 104.66          |
| VULCAN INC                      | PO0140363 | SIGN BLANKS (100)                      | 610.50          |
| WAKO INC                        | PO0140363 | SHUT OFF VALVES/PIPE FITTING           | 33.96           |
| WAL-MART #0499                  | PO0140363 | DISINFECTENT WIPES                     | 32.94           |
| WAY OUT WEST                    | PO0140363 | BOOTS/COVERALLS/W WEISS                | 244.85          |
| WW STARR LUMBER ENID            | PO0140363 | TRIM/HINGE HASPS                       | 41.82           |
| <b>TECHNICAL SERVICES TOTAL</b> |           |  | <b>4,224.17</b> |

**FUND 10 DEPT 900 - LIBRARY**

|                      |           |  |        |
|----------------------|-----------|--|--------|
| ALDI 75012           | PO0140363 | REFRESHMENTS/LTAIO COWBOY 2017           | 3.38   |
| AMAZON MKTPLACE PMTS | PO0140363 | BOOKS (4)                                | 22.90  |
| AMAZON MKTPLACE PMTS | PO0140363 | DISPLAY ADAPTERS (13)/SCREEN CLEANER KIT | 141.65 |
| AMAZON.COM           | PO0140363 | BOOKS (16)                               | 190.33 |

## PURCHASING CARD CLAIMS LIST

3/3/2017

|                      |           |                                |                 |
|----------------------|-----------|--------------------------------|-----------------|
| DART/TARTAN/MCNAUGH  | PO0140363 | BOOKS (24)                     | 295.22          |
| DOLLAR TREE          | PO0140363 | PROGRAM SUPPLIES               | 31.00           |
| ENID WINNELSON CO    | PO0140363 | STOP REPAIR KIT                | 21.82           |
| HOBBY-LOBBY #0008    | PO0140363 | PROGRAM SUPPLIES               | 22.93           |
| JUMBO FOODS          | PO0140363 | PROGRAM SUPPLIES               | 9.07            |
| LIBRARICA LLC        | PO0140363 | CASSIE RESERVATION LICENSES    | 495.00          |
| LOWES #00205*        | PO0140363 | SHELF CLIPS                    | 2.98            |
| OKLA 00 OF 00        | PO0140363 | OLA CONF REGISTRATION (2)      | 540.00          |
| OTC BRANDS, INC.     | PO0140363 | PROGRAM SUPPLIES               | 94.39           |
| SAGENET              | PO0140363 | DEEPFREEZE SOFTWARE LICENSES   | 261.00          |
| STAPLES 00106633     | PO0140363 | PROGRAM SUPPLIES               | 17.79           |
| STAPLES 00106633     | PO0140363 | REFRESHMENTS/LTAIO COWBOY 2017 | 11.99           |
| TECHSOUP             | PO0140363 | MS OFFICE/WINDOWS LICENSES     | 235.00          |
| WAL-MART #0499       | PO0140363 | REFRESHMENTS/LEARNING SERIES   | 5.96            |
| <b>LIBRARY TOTAL</b> |           |                                | <b>2,402.41</b> |

**FUND 20 DEPT 205 - AIRPORT**

|                      |           |                                    |               |
|----------------------|-----------|------------------------------------|---------------|
| 2000 CED             | PO0140363 | SWITCH COVER                       | 20.87         |
| AMAZON MKTPLACE PMTS | PO0140363 | BEACON BULB/COIN ENVELOPES         | 209.97        |
| AMAZON.COM           | PO0140363 | WHEELS                             | 47.48         |
| ATWOOD 01 ENID       | PO0140363 | WHEELS/HEADLAMP                    | 34.97         |
| STAPLES 00106633     | PO0140363 | PAPER/INDEX CARDS/CARD HOLDER/PENS | 102.44        |
| <b>AIRPORT TOTAL</b> |           |                                    | <b>415.73</b> |

**FUND 22 DEPT 225 - GOLF**

|                       |           |                                |               |
|-----------------------|-----------|--------------------------------|---------------|
| FASTENAL COMPANY01    | PO0140363 | BOLTS/WASHERS                  | 6.80          |
| FLAMING AUTOMOTIVE    | PO0140363 | GREASE GUN                     | 15.99         |
| LOWES #00205*         | PO0140363 | CONCRETE                       | 84.00         |
| PAYPAL *TRAPLINE PR   | PO0140363 | MOLE/GOPHER TRAPS              | 94.98         |
| SAVE A LOT #24925     | PO0140363 | SNACKBAR PRODUCE               | 15.79         |
| SOUTH CENTRAL SECTION | PO0140363 | REGISTRATION/SCPGA MEETING (2) | 360.00        |
| <b>GOLF TOTAL</b>     |           |                                | <b>577.56</b> |

**FUND 30 DEPT 305 - STREET & ALLEY**

|                                 |           |                   |              |
|---------------------------------|-----------|-------------------|--------------|
| JOHNSTON SEED COMPANY           | PO0140363 | R-1708 GRASS SEED | 42.00        |
| <b>STREET &amp; ALLEY TOTAL</b> |           |                   | <b>42.00</b> |

**FUND 31 DEPT 230 - UTILITY SERVICES**

|                               |           |                     |              |
|-------------------------------|-----------|---------------------|--------------|
| AMAZON MKTPLACE PMTS          | PO0140363 | DISPLAY ADAPTER (2) | 15.98        |
| <b>UTILITY SERVICES TOTAL</b> |           |                     | <b>15.98</b> |

**FUND 31 DEPT 760 - SOLID WASTE**

|                          |           |                         |               |
|--------------------------|-----------|-------------------------|---------------|
| 2000 CED                 | PO0140363 | SWITCHES                | 16.47         |
| ALLIANCE WIRELESS TECH   | PO0140363 | V246 TRASH TRUCK CAMERA | 308.21        |
| AMAZON.COM               | PO0140363 | TRASH BAGS              | 131.52        |
| AMAZONPRIME MEMBERSHIP   | PO0140363 | ANNUAL MEMBERSHIP       | 33.00         |
| STAPLES 00106633         | PO0140363 | INK CARTRIDGE           | 45.99         |
| WM SUPERCENTER #4390     | PO0140363 | BOTTLED WATER           | 35.82         |
| <b>SOLID WASTE TOTAL</b> |           |                         | <b>571.01</b> |

**FUND 31 DEPT 785 - PUBLIC UTILITIES MGMT**

|                        |           |                                |       |
|------------------------|-----------|--------------------------------|-------|
| AT&T*PREMIER EBIL      | PO0140363 | IPAD DATA PLAN 2/17            | 88.04 |
| HAMP INN + SUITES ALTU | PO0140363 | LODGING/OML LEADERSHIP/L MINTZ | 99.00 |
| KINNUNEN SALES & RENT  | PO0140363 | RUBBER GLOVES/TRASH BAGS       | 38.99 |

## PURCHASING CARD CLAIMS LIST

3/3/2017

|                                    |           |                                     |               |
|------------------------------------|-----------|-------------------------------------|---------------|
| MERRIFIELD OFFICE & SC             | PO0140363 | INK CARTRIDGE                       | 34.99         |
| RAISING CANE'S                     | PO0140363 | MEAL/AIR QUALITY TRAINING/B BRUMMIT | 7.13          |
| STAPLES 00106633                   | PO0140363 | TISSUE                              | 3.74          |
| <b>PUBLIC UTILITIES MGMT TOTAL</b> |           |                                     | <b>271.89</b> |

**FUND 31 DEPT 790 - WATER PRODUCTION**

|                               |           |   |               |
|-------------------------------|-----------|---|---------------|
| AUTOMATIONDIRECT.COM          | PO0140363 | CONTACTORS/OVERLOADS                    | 535.00        |
| LOWES #00205*                 | PO0140363 | CLEANING SUPPLIES/PRESSURE WASHER PARTS | 396.46        |
| <b>WATER PRODUCTION TOTAL</b> |           |   | <b>931.46</b> |

**FUND 31 DEPT 795 - WATER RECLAMATION SVS**

|                                    |           |                                 |               |
|------------------------------------|-----------|---------------------------------|---------------|
| STUART C IRBY                      | PO0140363 | LED BULBS/LIGHTS (6)/PHOTOCELLS | 237.18        |
| <b>WATER RECLAMATION SVS TOTAL</b> |           |                                 | <b>237.18</b> |

**FUND 31 DEPT 799 - WASTEWATER PLANT MGMT**

|                                    |           |                                     |               |
|------------------------------------|-----------|-------------------------------------|---------------|
| AUTOMATIONDIRECT.COM               | PO0140363 | SLUDGE FLOW METER CABLES            | 155.00        |
| USA BLUE BOOK                      | PO0140363 | SPARE SUBMERSIBLE LEVEL TRANSMITTER | 582.87        |
| <b>WASTEWATER PLANT MGMT TOTAL</b> |           |                                     | <b>737.87</b> |

**FUND 50 DEPT 505 - 911**

|                     |           |                      |              |
|---------------------|-----------|----------------------|--------------|
| I/O SOLUTIONS, INC. | PO0140363 | TESTS/911 DISPATCHER | 64.00        |
| <b>911 TOTAL</b>    |           |                      | <b>64.00</b> |

**FUND 51 DEPT 515 - POLICE**

|                        |           |                                      |                 |
|------------------------|-----------|--------------------------------------|-----------------|
| AMAZON MKTPLACE PMTS   | PO0140363 | TRAINING AMMUNITION                  | 42.85           |
| AMMUNITIONTOGOCOM      | PO0140363 | AMMUNITION                           | 162.32          |
| DELICIAS MEXICAN RESTA | PO0140363 | MEAL (6)/CLEET TRAINING              | 70.10           |
| DOMINO'S 6465          | PO0140363 | MEAL (10)/PASTORIAL MEETING          | 79.90           |
| GOLDEN'S GAS & GRILL   | PO0140363 | V96 FUEL/CLEET TRAINING              | 30.24           |
| IACP                   | PO0140363 | IACP/ANNUAL MEMBERSHIP FEE           | 150.00          |
| MURPHY6578ATWALMART    | PO0140363 | V2047 FUEL/CLEET TRAINING            | 28.53           |
| PAPA GJORGJO NORTH     | PO0140363 | MEAL (6)/CLEET TRAINING              | 106.75          |
| PEARLS CRABTOWN        | PO0140363 | MEAL (2)/OLETS                       | 32.59           |
| PHILLIPS 66 - CTS 545  | PO0140363 | V2185 FUEL/CLEET TRAINING            | 74.75           |
| PHILLIPS 66 - CTS 545  | PO0140363 | V50 FUEL/CLEET TRAINING              | 22.01           |
| PHILLIPS 66 - CTS 545  | PO0140363 | V96 FUEL/CLEET TRAINING              | 25.00           |
| PHILLIPS 66 - PETE'S # | PO0140363 | V2026 FUEL/EOD TRANSPORT             | 24.27           |
| QDOBA MEXICAN GRILL -  | PO0140363 | MEAL (3)/CLEET TRAINING              | 32.16           |
| QDOBA MEXICAN GRILL -  | PO0140363 | MEAL (4)/SOCIAL MEDIA                | 47.96           |
| RIB CRIB 58            | PO0140363 | MEAL (6)/CLEET TRAINING              | 93.91           |
| SAN REMOS PIZZARIA     | PO0140363 | MEAL (6)/CLEET TRAINING              | 67.73           |
| SANTA FE CATTLE COMPAN | PO0140363 | MEAL (5)/CLEET TRAINING              | 91.45           |
| SQ *SQ *TULSA COP SHOP | PO0140363 | REGISTRATION/SWAT COMPETITION/G FUXA | 100.00          |
| STEAK N SHAKE #3302    | PO0140363 | MEAL (3)/CLEET TRAINING              | 21.02           |
| SWADLEY'S BBQ - EL REN | PO0140363 | MEAL (4)/EQUIPMENT PURCHASE          | 47.05           |
| THE FIELD HOUSE - OK   | PO0140363 | MEAL (6)/CLEET TRAINING              | 76.32           |
| THE FLAG STORE OF CONN | PO0140363 | FLAGS (2)                            | 133.20          |
| THE GARAGE - EDMOND    | PO0140363 | MEAL (4)/SOCIAL MEDIA                | 32.96           |
| WHATABURGER 976        | PO0140363 | MEAL (2)/INVESTIGATION               | 14.48           |
| ZORO TOOLS INC         | PO0140363 | TOILET PARTS (5)                     | 488.41          |
| <b>POLICE TOTAL</b>    |           |                                      | <b>2,095.96</b> |

## PURCHASING CARD CLAIMS LIST

3/3/2017

**FUND 65 DEPT 655 - FIRE**

|                        |           |                                     |                 |
|------------------------|-----------|-------------------------------------|-----------------|
| AMAZON MKTPLACE PMTS   | PO0140363 | TOURNIQUET (6)/EXAM GLOVES/BANDAGES | 266.81          |
| DALMATIAN FIRE EQUIPME | PO0140363 | SHIPPING FEES                       | 41.04           |
| FLAMING AUTO SUPPLY    | PO0140363 | COUPLER/ADAPTER                     | 14.18           |
| GARFIELD FURNITURE INC | PO0140363 | MATTRESSES (2)                      | 370.00          |
| NFPA NATL FIRE PROTECT | PO0140363 | NFPA MEMBERSHIP RENEWAL/K HELMS     | 175.00          |
| SISAUTOPART            | PO0140363 | V1042 HOSE ELBOW                    | 59.97           |
| THE UPS STORE 5063     | PO0140363 | SHIPPING FEES                       | 27.53           |
| TOOLDISCOUNTER.COM     | PO0140363 | JACK                                | 413.82          |
| UNITED LINEN           | PO0140363 | SHOP TOWELS                         | 35.29           |
| <b>FIRE TOTAL</b>      |           |                                     | <b>1,403.64</b> |

**FUND 99 DEPT 995 - EPTA**

|                    |           |   |               |
|--------------------|-----------|---|---------------|
| FLAMING AUTOMOTIVE | PO0140363 | OIL/POWER STEERING FLUID                | 618.14        |
| STAPLES 00106633   | PO0140363 | INK CARTRIDGES (2)/PHONE CASE/ENVELOPES | 139.95        |
| WAL-MART #0499     | PO0140363 | TISSUE/WIPES/BAGS/CLEANER/BINDERS       | 168.46        |
| <b>EPTA TOTAL</b>  |           |   | <b>926.55</b> |

|   |  |  |                     |
|---|--|--|---------------------|
| <b>JP MORGANCHASE CLAIMS LIST TOTAL</b> |  |  | <b>\$ 27,394.39</b> |
|---|--|--|---------------------|

**City Commission Meeting**

12.1.

**Meeting Date:** 03/07/2017

**Submitted By:** Kristin Martin, Executive Assistant

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**SUBJECT:**

**CONSIDER A RESOLUTION INCREASING THE 2016-2017 FISCAL FINANCIAL PLAN FOR THE ENID MUNICIPAL AUTHORITY, IN THE AMOUNT OF \$200,000.00.**

**BACKGROUND:**

This is a companion item to 8.1.

**RECOMMENDATION:**

Approve resolution.

**PRESENTER:**

Erin Crawford, Chief Financial Officer

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**Fiscal Impact**

**Budgeted Y/N:** N

**Amount:** \$200,000.00

**Funding Source:**

Enid Municipal Authority

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**Attachments**

Resolution

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RESOLUTION

A RESOLUTION INCREASING THE 2016-2017 FISCAL FINANCIAL PLAN FOR THE ENID MUNICIPAL AUTHORITY IN THE AMOUNT OF \$200,000.00.

WHEREAS, the appropriated amounts for the 2016-2017 Enid Municipal Authority fiscal financial plan in the Enid Municipal Authority Operations Department must be increased by \$200,000.00 to transfer to the Enid Event Center & Convention Hall Fund to supplement revenue shortfalls at the Central National Bank Center; and

WHEREAS, funds will be transferred from the Enid Municipal Authority (EMA) operating department to the Enid Event Center & Convention Hall Fund Enid Event Center & Convention Hall department to provide the necessary funding;

AND NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND BOARD OF TRUSTEES OF THE ENID MUNICIPAL AUTHORITY, THAT THE ENID MUNICIPAL AUTHORITY 2016-2017 FISCAL FINANCIAL PLAN BE INCREASED IN THE FOLLOWING AMOUNTS:

|                                  |              |
|----------------------------------|--------------|
| FUND 31 ENID MUNICIPAL AUTHORITY |              |
| EMA Operations Department        | \$200,000.00 |

Adopted this 7th day of March 2017.

\_\_\_\_\_  
Chairman

(Seal)

ATTEST:

\_\_\_\_\_  
Secretary

**City Commission Meeting**

**12.2.**

**Meeting Date:** 03/07/2017

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**SUBJECT:**

**APPROVAL OF CLAIMS IN THE AMOUNT OF \$189,433.85.**

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**Attachments**

Claimslist

JP Morgan Claimslist

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**City Commission Meeting**

**15.1.**

**Meeting Date:** 03/07/2017

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**SUBJECT:**

**APPROVAL OF CLAIMS IN THE AMOUNT OF \$36,856.59.**

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**Attachments**

Claimslist

JP Morgan Claimslist

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**City Commission Meeting**

**18.1.**

**Meeting Date:** 03/07/2017

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**SUBJECT:**

**APPROVAL OF CLAIMS IN THE AMOUNT OF \$4,828.32.**

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**Attachments**

Claimslist

JP Morgan Claimslist

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