



City of Enid  
401 W. Owen K. Garriott  
P.O. Box 1768  
Enid, Oklahoma 73702  
580-234-0400

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BOARD OF COMMISSIONERS

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**NOTICE OF REGULAR MEETING**

Mayor and Board of Commissioners of the City of Enid, Oklahoma, the Trustees of the Enid Municipal Authority, a Public Trust, and the Trustees of the Enid Economic Development 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, and the Trustees of the Enid Economic Development Authority, a Public Trust, will meet in regular session at 6:30 p.m. on the 18<sup>th</sup> day of September, 2012, 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 REGULAR MEETING OF SEPTEMBER 6, 2012.
5. AWARDS, PRESENTATIONS, AND ORGANIZATIONAL BUSINESS.
  - 5.1 PRESENT PET AVAILABLE FOR ADOPTION AT THE CITY ANIMAL SHELTER.
  - 5.2 EMPLOYEE RECOGNITION: Sheri Wise and Janice Alfonso, Part-Time Receptionists.
  - 5.3 COMMUNITY RECOGNITION: Jennifer Branch and Chris Freeman, Brueggeman Company.
6. HEARINGS.
  - 6.1 NONE.

7. COMMUNITY DEVELOPMENT.

7.1 NONE.

8. ADMINISTRATION.

8.1 APPROVE A RESOLUTION INCREASING THE 2012-2013 CAPITAL IMPROVEMENT FUND BUDGET BY APPROPRIATING ADDITIONAL FUNDS IN THE AMOUNT OF \$298,535.00 TO INCREASE THE 2012-2013 APPROPRIATED AMOUNTS FOR THE CAPITAL IMPROVEMENT DEPARTMENT.

**BACKGROUND:** This is a companion to Items 8.2, 8.3, and 12.1. The Information Technology Department (IT) acquired a turn-key quote for the installation of network hardwiring and equipment, which is required to provide network access for both Convention Hall and the Event Center. Chickasaw Telecom, Inc., Oklahoma City, Oklahoma, submitted the lowest responsible bid in the amount of \$161,285.60 with 120 calendar days to complete the installation, and is available via the State Contract.

In addition, IT acquired a turn-key quote for the installation of a wireless technology hardware and software system. Sigma Technology Solutions, Inc., Broken Arrow, Oklahoma, submitted the lowest responsible bid in the amount of \$117,249.40 and it is on the State Contract.

City staff will renovate the dressing rooms at Convention Hall for no more than an estimated \$20,000.00.

This item will transfer funds from the Enid Municipal Authority (EMA) Operations Department to the Capital Improvement Department in the amount of \$298,535.00 to fund the purchases mentioned above. The funds will be drawn from the 1% Sales Tax account.

**OPTIONS:**

- OPTION A: Approve the Resolution.
- OPTION B: Do not approve the Resolution.

**OPTION A:**

- ADVANTAGES: Computer access via wired or wireless will be available throughout the newly renovated Convention Hall and Event Center.
- DISADVANTAGES: None.

**OPTION B:**

- ADVANTAGES: None.
- DISADVANTAGES: Computer access via wired or wireless will not be available throughout the newly renovated Convention Hall or Event Center and such is an unacceptable condition.

**2011-2012 BUDGETED ITEM:** No. The Resolution increases the budget.

**FUNDING SOURCE:** Enid Municipal Authority.

**ATTACHMENTS:** Resolution.

**RECOMMENDATION:** Approve.

**PRESENTER:** Jerald Gilbert, Chief Financial Officer.

- 8.2 **CONSIDER AWARDING THE PURCHASE OF A NETWORK HARDWIRING SYSTEM FOR CONVENTION HALL AND EVENT CENTER, M-1109J, FROM CHICKASAW TELECOM, INC., OKLAHOMA CITY, OKLAHOMA.**

**BACKGROUND:** This is a companion to Items 8.1, 8.3, and 12.1.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Capital Improvement Fund.

**ATTACHMENTS:** None.

**RECOMMENDATION:** Award the purchase of the network hardwiring system from Chickasaw Telecom, Inc. in the amount of \$161,285.60.

**PRESENTER:** Robert Hitt, P.E., Director of Engineering Services.

- 8.3 **AWARD THE PURCHASE OF WIRELESS SERVICE INSTALLATION FOR CONVENTION HALL AND EVENT CENTER, M-1109J, TO SIGMA TECHNOLOGY SOLUTIONS, INC., BROKEN ARROW, OKLAHOMA.**

**BACKGROUND:** This is a companion to Items 8.1, 8.2, and 12.1.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Capital Improvement Fund.

**ATTACHMENTS:** None.

**RECOMMENDATION:** Award the purchase of wireless technology hardware and software to Sigma Technology Solutions, Inc. in the amount of \$117,249.40.

**PRESENTER:** Robert Hitt, P.E., Director of Engineering Services.

- 8.4 **APPROVE A RESOLUTION TO INCREASE THE 2012-2013 CAPITAL IMPROVEMENT FUND BUDGET BY APPROPRIATING ADDITIONAL FUNDS IN THE AMOUNT OF \$471,620.**

**BACKGROUND:** This is a companion to Items 8.5 and 12.2. This item appropriates additional money to construct parking lots for the Renaissance project.

This item will transfer funds from the Enid Municipal Authority (EMA) Operations Department to the Capital Improvement Department in the amount of \$471,620. The funds will be drawn from the 1% Sales Tax account.

The plans include the placement of 336 parking spaces directly south of the Event Center (Parking Lot 1); 145 parking spaces south of Event Center and east of Grand Avenue (Parking Lot 2); 84 parking spaces south of the Event Center and west of

Independence Avenue (Parking Lot 3), and 92 parking spaces west of Parking Lot 3 (Parking Lot 4).

The Base Bid includes constructing Parking Lots 1, 2 and 3, with lighting for Parking Lot 1. This project was bid with seven (7) alternates to allow flexibility in awarding the amount and level of parking enhancements:

1. Alternate No. 1 will pave Lots 1, 2 and 3 with concrete.
2. Alternate No. 2 will pave Lots 1, 2 and 3 with asphalt.
3. Alternate No. 3 will install electrical and lighting to Lots 2 and 3.
4. Alternate No. 4 will install landscaping and drip irrigation to Lot 1.
5. Alternate No. 5 will install landscaping and drip irrigation to Lot 3.
6. Alternate No. 6 will install landscaping and drip irrigation to Lot 4.
7. Alternate No. 7 will pave and light Parking Lot No. 4 only.

Eight (8) companies were pre-qualified for this project, and three (3) bids were received:

1. Henson Construction Company, Enid, Oklahoma  
Total Base Bid and all Alternates:  
Concrete Pavement: \$2,395,610.00  
Asphalt Pavement: \$2,268,010.00
2. Cummins Construction Company, Enid, Oklahoma  
Total Base Bid and all Alternates:  
Concrete Pavement: \$2,487,126.50  
Asphalt Pavement: \$2,451,166.50
3. Shell Construction Company, Oklahoma City, Oklahoma  
Total Base Bid and all Alternates:  
Concrete Pavement : \$3,263,450.00  
Asphalt Pavement: No Bid

The lowest responsible bid was submitted by Henson Construction Company, with a total Base Bid including all Alternates for asphalt pavement in the amount of \$2,268,010.00. Similarly, Henson Construction submitted the lowest responsible bid for the base bid and all alternates utilizing concrete for \$2,395,610.00. This is a budgeted item.

**OPTIONS:**

- OPTION A: Award a contract to Henson Construction Company in the amount of \$2,395,610.00 for Concrete pavement with a contract completion date of April 1, 2012.
- OPTION B: Award a contract to Henson Construction Company in the amount of \$2,268,010.00 for Asphalt pavement with a contract completion date of April 1, 2012.

**OPTION A:**

- ADVANTAGES: Provides parking facilities and improved access with a longer life pavement, including lighting, landscaping and irrigation for all parking lots.
- DISADVANTAGES: Cost is \$395,610.00 over original estimate.

**OPTION B:**

- **ADVANTAGES:** Provides the same advantages as Option A, with a lower initial cost but a shorter life of pavement (50 year life span for concrete versus 17 years for asphalt).
- **DISADVANTAGES:** Cost is \$268,000.00 over the budget line item estimate.

**2011-2012 BUDGETED ITEM:** No. The resolution increases the budget.

**FUNDING SOURCE:** EMA.

**ATTACHMENTS:** Resolution.

**RECOMMENDATION:** Approve.

**PRESENTER:** Robert Hitt P.E. Director of Engineering Services.

**8.5 CONSIDER AWARDING A CONTRACT TO HENSON CONSTRUCTION COMPANY, ENID, OKLAHOMA, FOR THE ENID RENAISSANCE PARKING FACILITIES PROJECT, M-1215A, AND AUTHORIZE THE MAYOR TO EXECUTE ALL CONTRACT DOCUMENTS AFTER REVIEW BY THE CITY ATTORNEY.**

**BACKGROUND:** This project will provide necessary additional parking facilities and safe access for the new Event Center in the downtown area.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Capital Improvement Fund.

**ATTACHMENTS:** Canvass of Bids.

**PRESENTER:** Robert Hitt, P.E., Director of Engineering Services.

**8.6 CONSIDER AWARDING A CONTRACT TO HENSON CONSTRUCTION COMPANY, ENID, OKLAHOMA, FOR THE ENID MEADOWLAKE CAROUSEL HOUSE, P-1205A, AND AUTHORIZE THE MAYOR TO EXECUTE ALL CONTRACT DOCUMENTS AFTER REVIEW BY THE CITY ATTORNEY.**

**BACKGROUND:** This project will replace the carousel house at Meadowlake Park with a new, fully enclosed structure. The entire layout of the restroom and ride location is being re-structured to improve access and maintenance.

The project was bid with Alternates:

- Base Bid will install a new carousel house for \$377,000.00 and add 180 calendar days.
- Alternate No. 1 will install one long shelter for the two smaller rides and a small concession/restroom building for \$176,000.00 and add 150 calendar days.
- Alternate No. 2 will add five (5) glass block windows to the carousel house for \$14,000.00 and add 45 calendar days.
- Alternate No. 3 is identical to Alternate No. 1, but eliminates the restroom fixtures for \$130,000.00.

- Alternate No. 4 will increase the maintenance period from one (1) year to three (3) years for \$2,000.00.

Two (2) bids were received. The lowest responsible bid was submitted by Henson Construction Company, per the listed prices shown above. The Capital Improvement budgeted plan estimated \$300,000.00 for this project.

**OPTIONS:**

- **OPTION A:** Award a contract to Henson Construction Company in the amount of \$377,000.00 with a contract time of 180 calendar days, plus \$2,000 for a warranty period of three years vice one year.

**OPTION A:**

- **ADVANTAGES:** Provides an enclosure and allows for carousel ride to be in service next park season.
- **DISADVANTAGES:** None.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Capital Improvement Fund.

**ATTACHMENTS:** Canvass of Bids.

**PRESENTER:** Robert Hitt, P.E., Director of Engineering Services.

**8.7 CONSIDER APPROVAL OF MODIFICATIONS TO THE FREESTANDING SIGN AT VAN BUREN SQUARE SHOPPING CENTER.**

**BACKGROUND:** The applicant is seeking an exception to the height restriction of the freestanding sign that abuts Van Buren Avenue. The owner believes structural modification is necessary to meet the national standard of the Sav-A-Lot franchise signage; thereby, simply re-facing the current sign is inadequate. With structural modification the existing, grandfathered sign becomes subject to the sign ordinance which restricts height to 30 feet. The sign currently stands at approximately 38 feet. Requested modifications deliver a sign of approximately 40 feet. The Van Buren Square freestanding sign will also be “re-skinned” and upgraded to reflect renovations at the shopping center.

**OPTIONS:**

- **OPTION A:** Approve the exception as an Economic Development appeal.
- **OPTION B:** Do not approve the exception.

**OPTION A:**

- **ADVANTAGES:** Allows the property owner to order signs immediately, expediting completion of the renovation.
- **DISADVANTAGES:** Sets a precedent neutralizing the ordinance, thus limiting the ability of the City of Enid to improve the appearance of the city.

**OPTION B:**

- **ADVANTAGES:** Requires the owner to maintain the sign, as a grandfathered asset and supports the spirit and intent of the ordinance. Does not set precedence to limit the effectiveness of the ordinance. The owner may choose to install a new sign which would conform to the sign ordinance.
- **DISADVANTAGES:** Should the property owner choose to seek a possible variance through the Zoning Board of Adjustment, such would slow renovation of the sign. However, it does not affect renovation of the retail grocery facility.

**2012-2013 BUDGETED ITEM:** Not applicable.

**FUNDING SOURCE:** Not applicable.

**ATTACHMENTS:** Current and proposed sign picture.

**PRESENTER:** Whitney Box, Director of Strategic and Long Range Planning.

**8.8 DISCUSS WATER RESTRICTION MODIFICATIONS**

**BACKGROUND:** On July 2, 2012 the City of Enid initiated Phase One (odd/even watering without time restrictions) of the Emergency Water Conservation Plan. On August 2, 2012 the City enacted Phase Two (Mandatory compliance with one hour watering restriction, hand held only). On August 7, 2012 Commission authorized Phase Three (temporary rate increases for excessive use and rate decreases for compliance below established standards, by user). Due to cooler temperatures and recent rains, staff will reinstitute Phase One of the Conservation Plan Effective 1 October 2012.

**FUNDING SOURCE:** N/A.

**ATTACHMENTS:** None.

**PRESENTER:** Eric Benson, City Manager.

**9.1 CONSENT.**

**9.1 APPROVE A REQUEST FOR THE RELEASE OF FUNDS AND CERTIFICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD).**

**BACKGROUND:** The City of Enid performed an environmental assessment of proposed activities for the U.S. Department of HUD. This released the Fiscal Year 2012 Community Development Block Grant allocation of \$405,210.00. A Combined Public Notice of Finding of No Significant Impact on the Environment and Notice of Intent to Request the Release of Funds was published in the Enid News and Eagle on September 4, 2012. The comment period will end September 19, 2012, and comments received will be included in the Environmental Review Record.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Housing and Urban Development and Community Development Block Grant.

**ATTACHMENTS:** Form HUD-7015.15 (Request for Release of Funds and Certification).The Environmental Review Record is on file in the Community Development Block Grant Office.

**RECOMMENDATION:** Approve Request for Release of Funds and Certification.

**PRESENTER:** Stephanie Carr, CDBG Coordinator.

**9.2 APPROVE THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FUNDING APPROVAL AGREEMENT FOR FISCAL YEAR 2012 COMMUNITY DEVELOPMENT BLOCK /GRANT (CDBG) FUNDING IN THE AMOUNT OF \$405,210.00.**

**BACKGROUND:** The City of Enid was approved to receive an allocation of \$405,210.00 in Fiscal Year 2012. The CDBG Department submitted the 2012 Annual Action plan with the grant allocation for review in May 2012. To receive the funds, the City of Enid must execute a grant funding approval and agreement with the Department of HUD.

**2012-2013 BUDGETED ITEM:** This will be the Fiscal Year 2012 Budget.

**FUNDING SOURCE:** Housing and Urban Development and Community Development Block Grant.

**ATTACHMENT:** HUD-7082, Funding Approval/Agreement.

**RECOMMENDATION:** Approve agreement and accept funding.

**PRESENTER:** Stephanie Carr, CDBG Coordinator.

**9.3 ACCEPT THE PROJECT TO REHABILITATE THE TAXIWAY AND APRONS AT ENID WOODRING REGIONAL AIRPORT, OKLAHOMA AERONAUTICS COMMISSION PROJECT WDG-12-S.12, AND APPROVE CHANGE ORDER NO. 3 TO REMOVE TAXIWAY PAINT AND RECAPITULATE THE FINAL QUANTITIES OF THE PROJECT.**

**BACKGROUND:** This project replaced portions of deteriorated concrete aprons on the north and south sides of the 32 series hangars and locations on the north-south taxiway to the west of those same hangars. The contract was awarded to Contech, Inc., Broken Arrow, Oklahoma, for \$533,298.70.

The Oklahoma Aeronautics Commission (OAC) provided a grant of \$445,000.00 to support the project. Change Order No. 1 repaired deteriorated concrete areas not identified in the original contract for \$9,103.50. Change Order No. 2 pretreated sub-grade found to be saturated and unstable with hydrated lime for \$4,490.76. Change Order No. 3 will remove paint from the taxiway and adjust quantities for \$2,576.65. The total revised contract amount is \$549,469.61, and the project is ready for acceptance.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** OAC Grant and Airport Fund.

**ATTACHMENTS:** None. Change Order No. 3 is on file in the Office of the City Clerk.

**RECOMMENDATION:** Approve Change Order No. 3, and accept the project with Contech, Inc.



**PRESENTER:** Dan Ohnesorge, Woodring Regional Airport Director.

**9.4 AWARD THE PURCHASE OF THE ENID EVENT CENTER AND CONVENTION HALL PERFORMANCE STAGE, AMERICANS WITH DISABILITIES (ADA) RAMP, MIX PLATFORMS, MEETING ROOM RISERS, AND CROWD CONTROL BARRICADES.**

**BACKGROUND:** On September 5, 2012, bids were received and opened for the Enid Event Center and Convention Hall Performance Stage, Mix Platform, Meeting Room Risers, and Crowd Control Barricades. Specifications included a 60 foot x 40 foot x variable height stage with sound wings; as well as a full ADA compliant stage ramp, multi-level platforms for audio, lighting, and other show needs, multi-level platforms for meeting room risers, and 80 feet of crowd control barricades.

Two (2) bids were received. The lowest responsible bid was submitted by StageRight, Claire, Michigan, in the amount of \$127,910.00.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Renaissance Fund.

**ATTACHMENTS:** None.

**RECOMMENDATION:** Award the purchase of Enid Event Center and Convention Hall Performance Stage, ADA Ramp, Mix Platforms, Meeting Room Risers, and Crowd Control Barricades to StageRight for \$127,910.00.

**PRESENTER:** Keller Taylor, General Manager, Enid Event Center and Convention Hall.

**9.5 APPROVE CHANGE ORDER NO. 1 WITH HEMBREE & HODGSON CONSTRUCTION, LLC, PONCA CITY, OKLAHOMA, FOR THE SERVICE CENTER BUILDING MAINTENANCE FACILITY PROJECT, M-1212A.**

**BACKGROUND:** Change Order No. 1 will add \$5,390.00 and 21 calendar days to the contract for additional construction costs. Extended metal side panels were added to the facility because it was constructed 20 inches taller than specified in the construction plans. Also, an unforeseen layer of asphalt was found under the topsoil, which required additional excavation and disposal. The total revised contract amount is \$123,640.00.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Capital Improvement Fund.

**ATTACHMENTS:** None. Change Order No. 1 is on file in the Office of the City Clerk.

**RECOMMENDATION:** Approve Change Order No. 1.

**PRESENTER:** Robert Hitt, P.E., Director of Engineering Services.

**9.6 APPROVE THE AGREEMENT WITH OKLAHOMA STATE UNIVERSITY (OSU), STILLWATER, OKLAHOMA, FOR PROFESSIONAL SERVICES FOR PHASE II, SAMPLING ANALYSIS, AND ELEVATION OF WATER DEPTH AND WATER QUALITY IN WELL FIELDS, PROJECT NO. W-1204B.**

**BACKGROUND:** In 2011, the City of Enid contracted with OSU to conduct a ground water vulnerability assessment in five (5) well fields. The results identified the location and movement of nitrate plumes based on historical data from 2000 and 2005.

Phase II will collect and provide real time analysis of nitrate plumes and water depth data to incorporate results into a Permeability and Transmissivity Study in five (5) well fields from 2012 to 2013. Sampling will be conducted four (4) times to analyze the seasonal fluctuations. Results will provide a prediction of Nitrates and Total Dissolved Solids (TDS) for each well field, and determine when and where treatment of ground water should be recommended.

A contract has been negotiated with OSU in an amount not to exceed \$106,520.00.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Water Capital Improvement Fund.

**ATTACHMENTS:** None. Agreement is on file in the Office of the City Clerk.

**RECOMMENDATION:** Approve Agreement with OSU.

**PRESENTER:** Robert Hitt, P.E., Director of Engineering Services.

**9.7 APPROVE CHANGE ORDER NO. 2 WITH RJR ENTERPRISES, INC., ROGERS, ARKANSAS, FOR THE CHAMPION PARK SPLASH PAD, PROJECT NO. P-1203A.**

**BACKGROUND:** This project was accepted by the City Commission on August 21, 2012. It relocated and reconstructed the Splash Pad to the new location at North 9<sup>th</sup> Street and East Chestnut Avenue. The contractor completed the project, with the exception of laying sod at the City of Enid's request. This allowed construction of sidewalks to enhance access to the splash pad, meet Americans with Disabilities Act (ADA) requirements, and open the park to the public on July 4, 2012.

Change Order No. 2 will remove "Bermuda Grass Solid Slab," and decrease the contract amount by \$6,720.00. The revised total contract amount is \$256,142.50, and the project has a three (3) year Maintenance Bond.

**2011-2012 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Capital Improvement Fund.

**ATTACHMENTS:** None. Change Order No. 2 is on file in the Office of the City Clerk.

**RECOMMENDATION:** Approve Change Order No. 2 in the amount of \$6,720.00.

**PRESENTER:** Robert Hitt, P.E., Director of Engineering Services.

**9.8 APPROVAL OF CLAIMS IN THE AMOUNT OF \$3,978,777.10**

**ATTACHMENTS:** List of claims.

**10. RECESS TO CONVENE AS THE ENID MUNICIPAL AUTHORITY.**

**11. TRUSTEES OF THE ENID MUNICIPAL AUTHORITY REGULAR MEETING.**

12. ENID MUNICIPAL AUTHORITY REGULAR MEETING.

12.1 CONSIDER A RESOLUTION INCREASING THE 2012-2013 FISCAL FINANCIAL PLANS FOR THE ENID MUNICIPAL AUTHORITY IN THE AMOUNT OF \$298,535.00.

**BACKGROUND:** This is a companion to Items 8.1, 8.2, and 8.3.

**2012-2013 BUDGETED ITEM:** No. This item increases the Enid Municipal Authority financial plan.

**FUNDING SOURCE:** Enid Municipal Authority.

**ATTACHMENTS:** Resolution.

**RECOMMENDATION:** Approve the Resolution.

**PRESENTER:** Jerald Gilbert, Chief Financial Officer.

12.2 CONSIDER A RESOLUTION INCREASING THE 2012-2013 FISCAL FINANCIAL PLAN FOR THE ENID MUNICIPAL AUTHORITY IN THE AMOUNT OF \$471,620.

**BACKGROUND:** This is a companion item to items 8.1 and 8.4. Funds must be transferred from the Enid Municipal Authority operations department to the Capital Improvement Fund Capital Improvement Department to provide additional funding for Renaissance parking lots. The original budget was \$2 million.

**2012-2013 BUDGETED ITEM:** No. This item increases the EMA financial plan.

**FUNDING SOURCE:** Enid Municipal Authority

**ATTACHMENTS:** Resolution.

**PRESENTER:** Jerald Gilbert, Chief Financial Officer

12.3 AWARD A CONTRACT TO CARTEGRAPH SYSTEMS, INC., DUBUQUE, IOWA TO IMPLEMENT SOFTWARE FOR TRAINING AND SUPPORT SERVICES.

**BACKGROUND:** The City of Enid signed a contract with Cartegraph Systems, Inc., on December 7, 2011, to utilize work management and fleet management software. The program was implemented successfully, and Cartegraph Software chose the City of Enid to pioneer its new software, which will personalize the program to meet the City of Enid's requirements. This upgrade requires a three (3) year contract. The first year purchase will cost \$54,485.00, and the subsequent two (2) years will be \$35,000.00 a year, for a total amount of \$124,485.00. This partnership has produced a savings of \$78,135.00.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Enid Municipal Authority Capital Replacement.

**ATTACHMENTS:** Contract.

**RECOMMENDATION:** Award a contract to Cartegraph Software.

**PRESENTER:** Robinson Camp, Deputy Director of Public Works.

**12.4 APPROVAL OF CLAIMS IN THE AMOUNT OF \$901,453.12**

**ATTACHMENTS:** List of claims.

**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.**

**15.1 CONSIDER APPROVING AN AMENDMENT TO PURCHASE DOWNTOWN PROPERTY IN THE AMOUNT OF \$100,173.00.**

**BACKGROUND:** The City of Enid purchased the Carter Paint property located at 414 S. Grand as well as the Wesley Creasey property located at 412 S. Grand in July 2011. The original agreement required both sellers to construct new buildings. Subsequently, the sellers encountered additional costs for parking and fencing that were not known at the time of the original agreement. As a result, a tentative agreement has been reached to pay for the required parking and fencing in the amount of \$100,173.00. There are sufficient funds available in the Enid Economic Development Authority fiscal financial plan to fund these purchases.

**2012-2013 BUDGETED ITEM:** Yes.

**FUNDING SOURCE:** Enid Economic Development Authority.

**ATTACHMENTS:** None. Real estate purchase contracts are on file in the Office of the City Clerk.

**RECOMMENDATION:** Approve the property purchases.

**PRESENTER:** Jerald Gilbert, Chief Financial Officer.

**15.2 APPROVAL OF CLAIMS IN THE AMOUNT OF \$108,884.50**

**ATTACHMENTS:** List of Claims.

**16. ADJOURN TO RECONVENE AS THE ENID CITY COMMISSION.**

**17. PUBLIC DISCUSSION.**

**18. ADJOURN.**