



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

BOARD OF COMMISSIONERS

NOTICE OF SPECIAL 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 special session at 5:00 p.m. on the 19th day of July, 2016, 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 SPECIAL MEETING

1. CALL TO ORDER/ROLL CALL.
2. INVOCATION.
3. FLAG SALUTE.
4. AWARDS, PRESENTATIONS, PROCLAMATIONS, AND ORGANIZATIONAL BUSINESS.
 1. PRESENT PET AVAILABLE FOR ADOPTION AT THE CITY ANIMAL SHELTER.
5. HEARINGS.
 1. NONE.
6. COMMUNITY DEVELOPMENT.
 1. CONSIDER THE REQUEST TO PLACE A STOP SIGN AT CLUB HOUSE DRIVE AND PHEASANT RUN DRIVE.

7. ADMINISTRATION.

- 1. CONSIDER MIKE COOPER'S REQUEST TO PROVIDE CONTRACTED SERVICES WITH THE CITY OF TULSA.**
- 2. CONSIDER A RESOLUTION AMENDING THE 2016-2017 BUDGET BY APPROPRIATING ADDITIONAL FUNDS IN THE AMOUNT OF \$7,137,467.33 TO INCREASE THE 2016-2017 APPROPRIATED AMOUNTS FOR PRIOR YEAR ENCUMBRANCES OUTSTANDING AS OF JUNE 30, 2016, FOR THE CITY OF ENID, OKLAHOMA.**

8. CONSENT.

- 1. ACCEPT EASEMENT FROM STONEBRIDGE APARTMENTS ENID, L.P., AT NO COST TO THE CITY OF ENID, FOR DEVELOPMENT AT 1220 N. CLEVELAND STREET.**
- 2. ACCEPT PROJECT WITH HOOD-RICH, INC., SPRINGFIELD, MISSOURI, FOR THE DOWNTOWN GARAGE DESIGN PROJECT NO. G-1303B, AND CANCEL THE BALANCE OF ENCUMBRANCE FOR SAID PROJECT IN THE AMOUNT OF \$125,899.42.**
- 3. ACCEPT PROJECT WITH BUDGET PLUMBING AND CONSTRUCTION, LLC., ENID, OKLAHOMA, FOR THE 2014-15 WATER METER MAINTENANCE PROGRAM, PROJECT W-1502A, AND CANCEL THE BALANCE OF ENCUMBRANCE FOR SAID PROJECT IN THE AMOUNT OF \$42,580.00.**
- 4. ACCEPT PROJECT WITH DERWIN'S CONSTRUCTION, LLC, ENID, OKLAHOMA, FOR THE 2014-15 CONCRETE REPAIR PROGRAM, PROJECT NO. R-1505A, AND CANCEL THE BALANCE OF ENCUMBRANCE FOR SAID PROJECT IN THE AMOUNT OF \$51,544.03.**
- 5. ACCEPT PROJECT WITH DONELSON CONSTRUCTION, CLEVER, MISSOURI, FOR MAQS INSTALLATION, PROJECT NO. R-1501A, AND CANCEL THE BALANCE OF ENCUMBRANCE FOR SAID PROJECT IN THE AMOUNT OF \$256,499.366.**
- 6. ACCEPT EASEMENT FROM ALAN BECKWITH, CLEO SPRINGS, OKLAHOMA, FOR ALFAFLFA ELECTRIC COOPERATIVE, INC., PROJECT NO. W-0906A, IN THE AMOUNT OF \$350.00.**
- 7. AWARD THE PURCHASE OF 12 POLICE VEHICLES FROM STEVENS FORD, ENID, OKLAHOMA IN THE AMOUNT OF \$417,856.86.**
- 8. CONSIDERATION AND DENIAL OF TORT CLAIM OF BETTY LAIRD AND LARRY LAIRD.**
- 9. CONSIDERATION AND DENIAL OF TORT CLAIM OF LARRY W. HOWARD.**
- 10. CONSIDERATION AND DENIAL OF TORT CLAIM OF MARILYN RICHTER.**
- 11. AWARD THE PURCHASE OF A TORO 5910 WIDE AREA MOWER FROM PROFESSIONAL TURF PRODUCTS, L.P., TULSA, OKLAHOMA, IN THE AMOUNT OF \$105,497.05.**

12. **CONSIDER RENEWING THE 2015-2016 AUDITING SERVICES WITH RSM US LLP IN THE AMOUNT OF \$103,190.00 TO COMPLETE FINANCIAL STATEMENT PREPARATION; THE INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS OF THE CITY OF ENID, OKLAHOMA, AND ITS RELATED AUTHORITIES; COMPLETE THE SINGLE-AUDIT COMPLIANCE AUDIT; OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY (ODEQ) LANDFILL AGREED-UPON PROCEDURES; AND THE STATE AUDITOR AND INSPECTOR FORM 2643.**
13. **APPROVE AND EXECUTE LOCAL PROGRAM FUNDING CONTRACTS WITH BOOKER T. WASHINGTON COMMUNITY CENTER, INC., ENID METROPOLITAN AREA HUMAN SERVICE COMMISSION, ENID ARTS & SCIENCE FOUNDATION, AND YOUTH AND FAMILY SERVICES OF NORTH CENTRAL OKLAHOMA.**
14. **APPROVAL OF CLAIMS IN THE AMOUNT OF \$2,113,327.46.**
9. **RECESS TO CONVENE AS THE ENID MUNICIPAL AUTHORITY.**
10. **TRUSTEES OF THE ENID MUNICIPAL AUTHORITY SPECIAL MEETING.**
11. **ENID MUNICIPAL AUTHORITY SPECIAL MEETING.**
 1. **CONSIDER A RESOLUTION INCREASING THE 2016-2017 FISCAL FINANCIAL PLAN FOR THE ENID MUNICIPAL AUTHORITY IN THE AMOUNT OF \$109,786.89 FOR PRIOR YEAR ENCUMBRANCES OUTSTANDING AS OF JUNE 30, 2016.**
 2. **AWARD THE PURCHASE OF THREE TRUCKS FOR THE PUBLIC UTILITIES DIVISION, IN THE AMOUNT OF \$99,189.00, FROM BOB HURLEY FORD, OKLAHOMA CITY, OKLAHOMA.**
 3. **APPROVAL OF CLAIMS IN THE AMOUNT OF \$112,266.00.**
12. **ADJOURN TO CONVENE AS THE ENID ECONOMIC DEVELOPMENT AUTHORITY.**
13. **TRUSTEES OF THE ENID ECONOMIC DEVELOPMENT AUTHORITY SPECIAL MEETING.**
14. **ENID ECONOMIC DEVELOPMENT AUTHORITY SPECIAL MEETING.**
 1. **APPROVAL OF CLAIMS IN THE AMOUNT OF \$16,000.00.**
15. **ADJOURN TO CONVENE AS THE ENID PUBLIC TRANSPORTATION AUTHORITY.**
16. **TRUSTEES OF THE ENID PUBLIC TRANSPORTATION AUTHORITY SPECIAL MEETING.**
17. **ENID PUBLIC TRANSPORTATION AUTHORITY SPECIAL MEETING.**
 1. **AWARD A CONTRACT WITH RSM US LLP, OKLAHOMA CITY, OKLAHOMA TO COMPLETE THE 2015-2016 ENID PUBLIC TRANSPORTATION AUTHORITY VEHICLE REVENUE MILEAGE AUDIT IN THE AMOUNT OF \$3,500.00.**

2. APPROVAL OF CLAIMS IN THE AMOUNT OF \$8,924.62.
18. ADJOURN TO RECONVENE AS THE ENID CITY COMMISSION.
19. PUBLIC COMMENTS.
20. CONSIDER CONVENING INTO EXECUTIVE SESSION PURSUANT TO 25 O.S. §307(B)(4) TO DISCUSS CURRENT LITIGATION; 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 PURSUANT TO 25 O.S. §307(B)(1) TO PERFORM A PERFORMANCE REVIEW AND DISCUSS THE SALARY AND BENEFITS OF CITY ATTORNEY ANDREA CHISM AND TO RECONVENE INTO SPECIAL SESSION TO TAKE ANY NECESSARY ACTION.
21. ADJOURN.

City Commission Meeting

6. 1.

Meeting Date: 07/19/2016

Submitted By: Chris Bauer, Planning Administrator

SUBJECT:

CONSIDER THE REQUEST TO PLACE A STOP SIGN AT CLUB HOUSE DRIVE AND PHEASANT RUN DRIVE.

BACKGROUND:

The intersection of Club House Drive and Pheasant Run Drive is the first intersection west of Garland Road in the Pheasant Run Golf Community. The request is for a south bound stop sign on Club House Drive. Both Club House Drive and Pheasant Run Drive are classified as local streets.

Community Development recommends installation of the south bound stop sign at this intersection to provide smooth flow of traffic on to Pheasant Run Drive.

RECOMMENDATION:

The Metropolitan Area Planning Commission recommendation will be presented at the meeting.

PRESENTER:

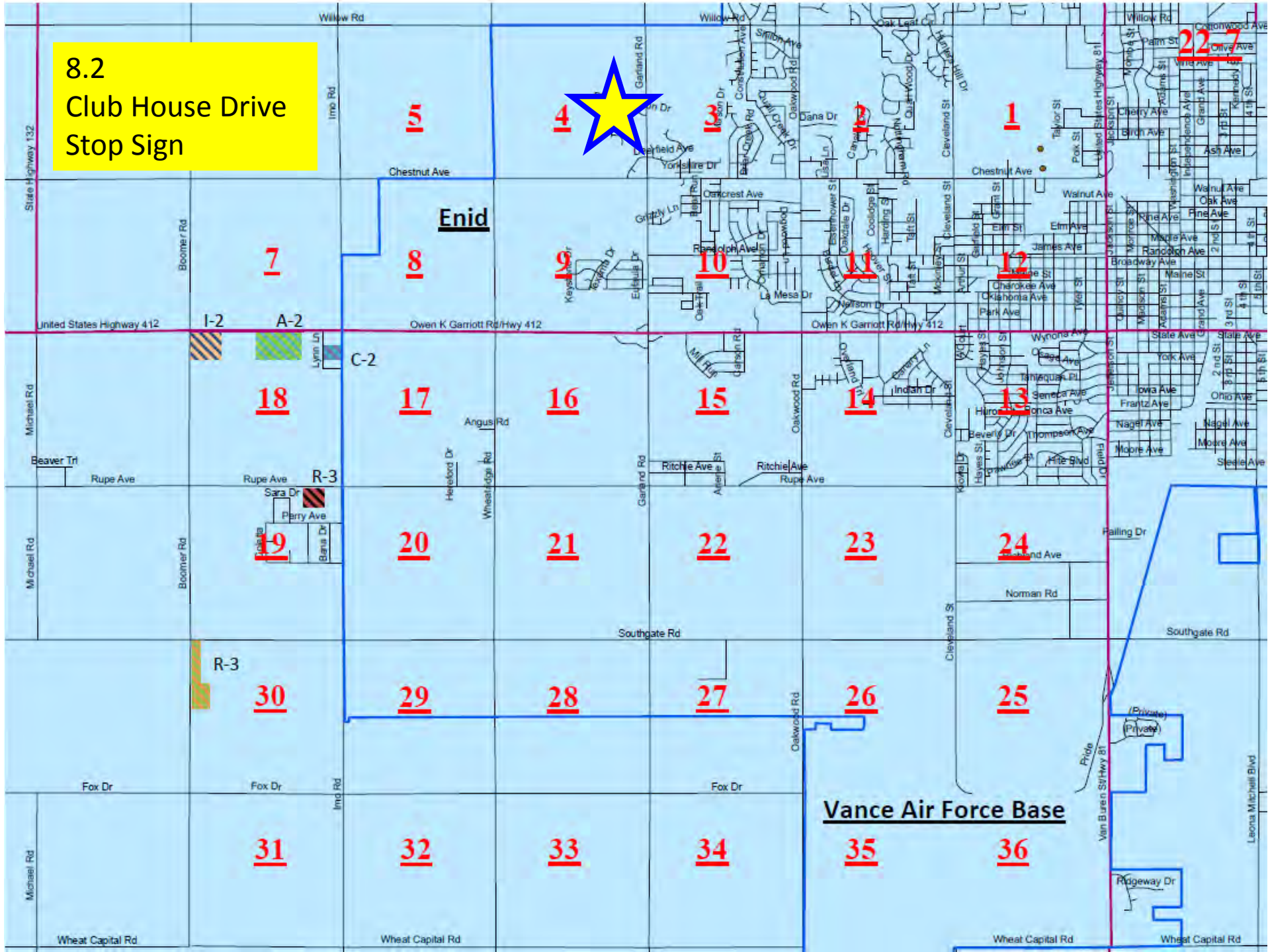
Chris Bauer, Planning Administrator

Attachments

Location Map

Justification Letter

8.2
Club House Drive
Stop Sign





STOP

Cypress Dr

Pheasant Run Dr

Pheasant Run Golf Community West, Inc.

To: Enid City Council

Attention: David Vanhooser

Ward 6 Commissioner

Subject: Stop Sign at intersection of Pheasant Run Drive and Clubhouse Drive

To Whom It May Concern

The Pheasant Run Homeowners Association has requested a stop sign be installed at the intersection of Pheasant Run Drive and Clubhouse Drive in the Pheasant Run West neighborhood. The purpose would be to stop traffic exiting the golf course clubhouse area, most of which turns left at the subject intersection and proceeds to Garland, instead of yielding or rolling through the intersection.

Dating back to January of 2010; there were only three houses in the Pheasant Run neighborhood that were located beyond the intersection of Clubhouse and Pheasant Run Dr. The traffic resulting from the presence of these houses, although minimal, went beyond that of the residents that lived there. Traffic results from various deliveries virtually all day long (Fed Ex, UPS, etc.), mail delivery, visitors, service vehicles, construction traffic for new houses, people just taking a drive; and the list goes on. Also back then, there was no house on the western corner of the intersection; just an empty lot. Thus, drivers exiting from the golf course had a view of traffic from both directions for nearly 100 yards prior to arriving at the intersection.

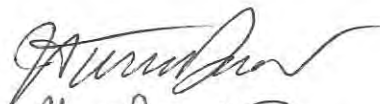




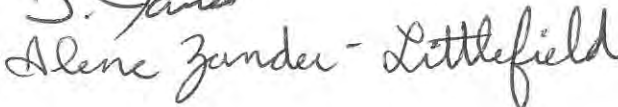
As of July 1, 2016, there are now a total of 9 houses beyond this intersection. It can be easily argued that whatever the amount of traffic was in 2010, it is reasonable to assume it has now at least tripled. A new house has also been built on the corner of the intersection within the last year, thus reducing the view of traffic approaching from the right on Pheasant Run Drive. The additional traffic coupled with the reduced view serve to create one of the needs for the stop sign.

Residents who live beyond this intersection frequently encounter traffic coming from the golf course who don't really know who has the right of way, or not, at the intersection. A stop sign would remove this ambiguity.

In the opinion of the Board of Directors of our HOA, a second and even more compelling reason for adding the stop sign has to do with speeding and driving under the influence of alcohol. Currently, most people leaving the golf course simply roll thru the intersection and maintain their speed thru the neighborhood. Some easily are going to 40-50 mph and most are over 30 mph. Since many customers at the golf course are repeat visitors they drive too fast coming into the neighborhood as well. This situation has become worse in the past 2 years since the new

clubhouse/restaurant/bar was completed and serving of alcoholic beverages increased. To us, these are all related. Many residents of this community have small children who play outside daily. This is no place for speeding. An accident is just waiting to happen. Several of the residents have had to run into the street to get cars to slow down when their kids were playing in the vicinity of the street. There was at least one incident of 2 vehicles stopping on Pheasant Run Drive and the drivers getting out and having a drunken brawl on a homeowner's property. They left before police could be called after being confronted by residents. The requested stop sign would, if heeded, serve to reduce overall speeds thru the community. And finally, in the event of a traffic citation at this location, the stop sign would leave no ambiguity as to what the law requires, benefitting the officer who issues the citation.

The Pheasant Run Golf Community West, Inc. home owner's association believes the need for the requested stop sign is justified and respectfully requests approval.

Jeff Turnbow, President 
Jay Bowers, Vice-President 
Michael Jackson, Secretary 
Dick Yuhnke, Treasurer 
Darren Janes, Board Member 
Ilene Littlefield, Board Member 

City Commission Meeting

7. 1.

Meeting Date: 07/19/2016

Submitted By: Andrea Chism, City Attorney

SUBJECT:

CONSIDER MIKE COOPER'S REQUEST TO PROVIDE CONTRACTED SERVICES WITH THE CITY OF TULSA.

BACKGROUND:

Mike Cooper's contract with the City of Enid requires consent from the City of Enid prior to performing similar services to another City. The United States Air Force's Strategic Basing group has selected 18 National Guard facilities across the United States to be considered as one of the next National Guard F-35 sites. Tulsa International Airport is the location of the Oklahoma National Guard F-16 base that has been selected as one of the 18 bases to be considered. The list of 18 National Guard sites will be narrowed to 5 or 6 locations, which will then go through the United States Air Force's Strategic Basing Process to make the final 2 selections. Selection should be complete by the end of 2017.

Cooper has requested that he be allowed to perform contracted services for the City of Tulsa to assist them with being selected as one of the next National Guard F-35 sites. There will be no conflict between the services provided to the City of Enid and the City of Tulsa. Additionally, selection of Tulsa as a the site of a National Guard F-35 site could possibly benefit the City of Enid's Woodring Regional Airport as an auxiliary field and the use of Vance Air Force Base's military training routes and ranges.

RECOMMENDATION:

Approve Mike Cooper's request.

PRESENTER:

Mayor Shewey, Chair of Vance Development Authority.

City Commission Meeting

7. 2.

Meeting Date: 07/19/2016

Submitted By: Erin Crawford, Chief Financial Officer

SUBJECT:

CONSIDER A RESOLUTION AMENDING THE 2016-2017 BUDGET BY APPROPRIATING ADDITIONAL FUNDS IN THE AMOUNT OF \$7,137,467.33 TO INCREASE THE 2016-2017 APPROPRIATED AMOUNTS FOR PRIOR YEAR ENCUMBRANCES OUTSTANDING AS OF JUNE 30, 2016, FOR THE CITY OF ENID, OKLAHOMA.

BACKGROUND:

This is a companion to item 11.1, and is considered every year for approval. The City of Enid encumbered \$7,137,467.33 as of June 30, 2016. These encumbrances were accounted for in Fiscal Year 2015-2016 but were not completed by June 30, 2016. These items have all been previously approved by the Commission.

The money reserved for the encumbrances is still in the fund balances of the respective funds and available for appropriation. The budget for Fiscal Year 2016-2017 does not include these encumbrances from the prior fiscal year, but only the budgeted expenditures for the new fiscal year. Therefore the rollover encumbrances as of June 30, 2016 must be appropriated according to the attached resolution.

Over 90% of the prior year encumbrances are for capital items in the Street and Alley, Capital Improvement, Sanitary Sewer, Stormwater and Water Capital Improvement funds.

RECOMMENDATION:

Approve resolution.

PRESENTER:

Erin Crawford, Chief Financial Officer.

Fiscal Impact

Budgeted Y/N: No
Amount: \$7,137,467.33
Funding Source:
Fund balance of applicable funds.

Attachments

City Budget Resolution 17-002

RESOLUTION

A RESOLUTION AMENDING THE 2016-2017 BUDGET BY APPROPRIATING ADDITIONAL FUNDS IN THE AMOUNT OF \$7,137,467.33 TO INCREASE THE 2016-2017 APPROPRIATED AMOUNTS FOR PRIOR YEAR ENCUMBRANCES OUTSTANDING AS OF JUNE 30, 2016 FOR THE CITY OF ENID, OKLAHOMA.

WHEREAS, the City of Enid had \$7,137,467.33 in encumbered amounts as of June 30, 2016; and

WHEREAS, the budget for fiscal year 2016-2017 does not include these encumbrances from the prior fiscal year; and

WHEREAS, these prior year encumbrances must be paid from current fiscal year 2016-2017 funds;

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 PRIOR YEAR 2015-2016 ENCUMBERED AMOUNTS IN THE FOLLOWING FUNDS AND DEPARTMENTS:

FUND 10 GENERAL FUND		\$292,635.65
PR/Marketing	\$3,160.00	
General Government	\$15,000.00	
Accounting	\$19,049.95	
Records and Receipts	\$1,236.81	
Information Technology	\$6,666.80	
Community Development	\$24,562.70	
Code Enforcement	\$7,500.00	
Engineering	\$128,759.10	
Fleet Management	\$3,460.00	
Parks and Recreation	\$30,278.00	
Stormwater and Roadway Maintenance	\$39,210.00	
Library	\$7,624.03	
GF Capital Asset Replacement	\$6,128.26	
FUND 20 WOODRING AIRPORT		\$68,419.41
Woodring Airport	\$68,419.41	
FUND 30 STREET & ALLEY		\$824,364.73
Street & Alley	\$824,364.73	

FUND 40 CAPITAL IMPROVEMENT		\$3,414,000.97
Capital Improvement	\$3,414,000.97	
FUND 42 SANITARY SEWER CAPITAL		\$572,608.94
SSCIF	\$572,608.94	
FUND 43 STORMWATER		\$530,364.58
Stormwater	\$530,364.58	
FUND 44 WATER CAPITAL IMPROVEMENT		\$1,300,613.32
Water Capital Improvement	\$1,300,613.32	
FUND 51 POLICE		\$27,745.72
Police	\$27,745.72	
FUND 70 CDBG		\$106,714.01
CDBG	\$106,714.01	
TOTAL PRIOR YEAR ENCUMBRANCES 15-16		<u>\$7,137,467.33</u>

Adopted this 19th day of July 2016.

Mayor

(Seal)

ATTEST:

City Clerk

City Commission Meeting

8. 1.

Meeting Date: 07/19/2016

Submitted By: Ashley Keim, Executive Assistant

SUBJECT:

ACCEPT EASEMENT FROM STONEBRIDGE APARTMENTS ENID, L.P., AT NO COST TO THE CITY OF ENID, FOR DEVELOPMENT AT 1220 N. CLEVELAND STREET.

BACKGROUND:

This item accepts an easement to allow for site improvements for Stonebridge Apartments Enid, L.P. at 1220 N. Cleveland Street, originally known as Esplanade Apartments. This utility easement is provided at no cost to the City of Enid to provide access to an irrigation meter.

RECOMMENDATION:

Accept easement.

PRESENTER:

Robert Hitt, P.E., City Engineer.

City Commission Meeting

8. 2.

Meeting Date: 07/19/2016

Submitted By: Ashley Keim, Executive Assistant

SUBJECT:

ACCEPT PROJECT WITH HOOD-RICH, INC., SPRINGFIELD, MISSOURI, FOR THE DOWNTOWN GARAGE DESIGN PROJECT NO. G-1303B, AND CANCEL THE BALANCE OF ENCUMBRANCE FOR SAID PROJECT IN THE AMOUNT OF \$125,899.42.

BACKGROUND:

This project initiated the design of a downtown parking garage to support the downtown hotel project.

The item will accept the project and cancel any remaining encumbrances. The original contract in the amount of \$339,500.00 will be reduced by \$125,899.42. Making the final accepted project amount \$213,600.58.

RECOMMENDATION:

Accept project.

PRESENTER:

Christopher Gdanski, Director of Engineering.

City Commission Meeting

8. 3.

Meeting Date: 07/19/2016

Submitted By: Courtney O'Brien, Executive Assistance

SUBJECT:

ACCEPT PROJECT WITH BUDGET PLUMBING AND CONSTRUCTION, LLC., ENID, OKLAHOMA, FOR THE 2014-15 WATER METER MAINTENANCE PROGRAM, PROJECT W-1502A, AND CANCEL THE BALANCE OF ENCUMBRANCE FOR SAID PROJECT IN THE AMOUNT OF \$42,580.00.

BACKGROUND:

In an effort to improve the repair and/or installation of water distribution assets including water meters, service lines and meter tiles, the City of Enid offered for competitive bids, a contract to provide specific service and maintenance services.

Portion of Project	Project Estimate	Bid
Bonds & Insurance	\$600.00	\$500.00
Water Meter Box Removals/Installs	\$3,600.00	\$3,000.00
Type 1 Repairs	\$24,000.00	\$17,500.00
Type 2 Repairs	\$37,800.00	\$15,000.00
Service Installs (Same side of road)	\$57,000.00	\$51,000.00
Service Installs (Opposite side of road)	\$44,800.00	\$27,200.00
Bore Service Lines	\$24,000.00	\$10,000.00
Traffic Control	\$3,600.00	\$3,360.00
Total:	\$195,400.00	\$127,560.00

Budget Plumbing & Construction, LLC submitted the lowest qualified bid at 35% below the project estimate. This item was budgeted and appropriations were available in the Water Capital Improvement Fund.

RECOMMENDATION:

Accept project.

PRESENTER:

Louis Mintz, Public Utilities Director.

City Commission Meeting

8. 4.

Meeting Date: 07/19/2016

Submitted By: Courtney O'Brien, Executive Assistance

SUBJECT:

ACCEPT PROJECT WITH DERWIN'S CONSTRUCTION, LLC, ENID, OKLAHOMA, FOR THE 2014-15 CONCRETE REPAIR PROGRAM, PROJECT NO. R-1505A, AND CANCEL THE BALANCE OF ENCUMBRANCE FOR SAID PROJECT IN THE AMOUNT OF \$51,544.03.

BACKGROUND:

During its regular session on November 18, 2014, the Enid City Commission awarded a contract in the amount of \$145,500.00 to Derwin's Construction, LLC for the 2014-15 Concrete Repair Program. That contract covered labor costs only for the Concrete Repair Program, and specified the City of Enid will provide all materials, to include concrete, rock and delivery costs. This item encumbers the funds needed to cover all material costs associated with this project through the remainder of the current fiscal year.

RECOMMENDATION:

Accept project.

PRESENTER:

Louis Mintz, Public Utilities Director.

City Commission Meeting

8. 5.

Meeting Date: 07/19/2016

Submitted By: Ashley Keim, Executive Assistant

SUBJECT:

ACCEPT PROJECT WITH DONELSON CONSTRUCTION, CLEVER, MISSOURI, FOR MAQS INSTALLATION, PROJECT NO. R-1501A, AND CANCEL THE BALANCE OF ENCUMBRANCE FOR SAID PROJECT IN THE AMOUNT OF \$256,499.366.

BACKGROUND:

This Public Works project was to test the viability of a sole source road surface protection product on several local streets.

This item will accept the project and cancel the remaining encumbrances. The original contract amount was \$732,903.36 and will be reduced by \$256,499.36. Making the final accepted project amount \$476,404.00.

RECOMMENDATION:

Accept project.

PRESENTER:

Christopher Gdanski, Director of Engineering.

City Commission Meeting

8. 6.

Meeting Date: 07/19/2016

Submitted By: Ashley Keim, Executive Assistant

SUBJECT:

ACCEPT EASEMENT FROM ALAN BECKWITH, CLEO SPRINGS, OKLAHOMA, FOR ALFAFLFA ELECTRIC COOPERATIVE, INC., PROJECT NO. W-0906A, IN THE AMOUNT OF \$350.00.

BACKGROUND:

This item will accept a easement covering a tract of land, which is a 30-foot Square, to place anchor poles to provide support an electric transmission line with Alfalfa Electric Cooperative.

This tract of land is in the East Half (E/2) of the Southwest Quarter (SW/4) of Section 26, Township 23 North, Range 13 West, Woods County, Oklahoma. The easement is located in the Cleo Springs Well Field.

The cost of this right-of-way is \$350.00.

RECOMMENDATION:

Accept easement.

PRESENTER:

Murali Katta, P.E., Project Engineer.

Fiscal Impact

Budgeted Y/N: Y

Amount: \$350.00.

Funding Source:

Water Capital Improvement Fund.

City Commission Meeting

8. 7.

Meeting Date: 07/19/2016

Submitted By: Bryan Skaggs, Assistant, Chief of Police

SUBJECT:

AWARD THE PURCHASE OF 12 POLICE VEHICLES FROM STEVENS FORD, ENID, OKLAHOMA IN THE AMOUNT OF \$417,856.86.

BACKGROUND:

New police vehicles were budgeted in Fiscal Year 16-17 in the amount of \$425,250.00. These vehicles will replace twelve older, higher mileage vehicles in the current fleet. These vehicles will be purchased from Stevens Ford in the amount of \$417,856.86 which is below the State contract price of \$418,212.00. This will continue the fleet conversion to the all wheel drive SUV.

RECOMMENDATION:

Award purchase to Stevens Ford in the amount of \$417,856.86.

PRESENTER:

Captain Bryan Skaggs, Assistant Chief of Police.

Fiscal Impact

Budgeted Y/N: Y

Amount: \$417,856.86

Funding Source:

Police Fund

Attachments

Police Vehicle Quotes



3101 West Garriott Road • Enid, OK 73703-4901
Phone: 580-237-3040 • Fax: 580-237-9104

Enid Police Department Bid

Bid: 2017 Ford Explorer Police Interceptor All Wheel Drive

(6) Flat Top Explorer Interceptors (Each):

Explorer.....\$ 27,889.50

Upfit.....\$ 6,901.84

Doc Fee.....\$ 49.50

Total Price (each)\$ 34,840.84 $\times 6 =$ 209,045.04

(6) Light Bar Explorer Police Interceptors (Each):

Explorer.....\$ 27,889.50

Upfit.....\$ 6,862.97

Doc Fee.....\$ 49.50

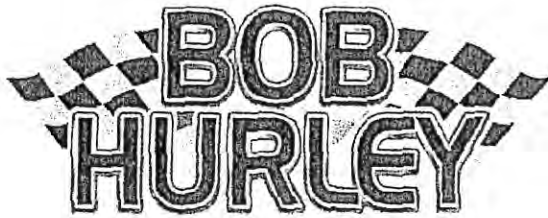
Total Price (each) \$ 34,801.97 $\times 6 =$ 208,811.82
\$417,856.86

Smiles will be the upfitter for the Explorers.

Curtis Parsons

Stevens Ford _____

580-402-3037



copcars@bobhurleyford.com



Government Sales

405-239-2700 877-239-2707 fax: 405-239-2705

June 13, 2016

Lt. Eric Holtzclaw
Enid Police Department

Eric:

Here is the information you requested for the 2017 Ford Utility Interceptors. Pricing is per the specifications provided by you on both vehicle, and emergency equipment packages. Emergency equipment will be installed by S.M.I.L.E.S.

Vehicle Price each: \$27,484.00 (SW035 Pricing)

Slick-Top Equipment price each: \$7,389.00

(\$34,873.00) x 6 = 209,238

Light Bar Equipment price each: \$7,345.00

(\$34,829.00) x 6 = 208,974

Delivery & Payment Information:

\$ 418,212

If Enid PD accepts our pricing for the *complete package*, vehicles will be shipped to S.M.I.L.E.S. for the build, and S.M.I.L.E.S. will deliver to you upon completion. Once the vehicles arrive from the factory, it is their goal to deliver 2-3 cars per week over a period of four to six weeks. Upon each delivery to Enid, we will provide you with all purchase related paperwork including vehicle MSO's and payment invoices. We will require the payment process to begin on each delivery at that time. (partial pay of Purchase Order[s])

If Enid PD purchases *only the vehicles* from us, and contracts directly with S.M.I.L.E.S. for the equipment: Vehicles will be shipped to S.M.I.L.E.S. Upon arrival of *all* vehicles to their location, a representative of your Department may inspect the vehicles, or Matt LaMora will inspect on behalf of Enid PD. Once it is determined the vehicles meet your specifications, we will bring all purchase related paperwork including vehicle MSO's and payment invoice for all vehicles to your location for signing. We will release vehicles for the equipment install at that time. S.M.I.L.E.S. will be responsible for the delivery to your location. Our payment terms are Net 10 days.

See next page for vehicle option recap -

City Commission Meeting

8. 8.

Meeting Date: 07/19/2016

Submitted By: Korina Crawford, Executive Assistant

SUBJECT:

CONSIDERATION AND DENIAL OF TORT CLAIM OF BETTY LAIRD AND LARRY LAIRD.

BACKGROUND:

On or about May 3, 2016, Betty and Larry Laird submitted a tort claim for property damage in the amount of one thousand seven hundred twenty three dollars (\$1,723.00). The claim alleged that while serving a search warrant at 802 E. Birch Avenue, the Enid Police Department forcibly entered their property, busting down the doors of the house and the garage. The City forwarded that claim to its insurer, Oklahoma Municipal Assurance Group (OMAG), which opened an investigation of the claim. The investigation revealed that a "no knock" search warrant, which allows the Police Department to enter into a structure using whatever force may be necessary, was properly executed by the Enid Police Department. The Governmental Tort Claims Act exempts damage occurring from the execution or enforcement of any lawful orders of any court. 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.

City Commission Meeting

8. 9.

Meeting Date: 07/19/2016

Submitted By: Korina Crawford, Executive Assistant

SUBJECT:

CONSIDERATION AND DENIAL OF TORT CLAIM OF LARRY W. HOWARD.

BACKGROUND:

On or about May 20, 2016, Larry W. Howard submitted a tort claim for property damage in the amount of ten thousand dollars (\$10,000.00). The claim alleged that his property located at 616 N. Cleveland Street flooded due to the City adding to the flow of the ditch, which exceeded its capacity. The City forwarded that claim to its insurer, Oklahoma Municipal Assurance Group, (OMAG), which opened an investigation of the claim. OMAG found that the flooding sustained to the property is a result of tremendous rainfall rather than negligence of the City regarding drainage. 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.

City Commission Meeting

8. 10.

Meeting Date: 07/19/2016

Submitted By: Korina Crawford, Executive Assistant

SUBJECT:

CONSIDERATION AND DENIAL OF TORT CLAIM OF MARILYN RICHTER.

BACKGROUND:

On or about June 15, 2016, Marilyn Richter submitted a tort claim for property damage in the amount of five hundred twenty-two dollars and seventy-eight cents (\$522.78). The claim alleged that while turning into the parking lot of Hope Outreach, she hit a large pot hole causing damage to her 2012 Nissan Versa. 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. OMAG found that 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.

City Commission Meeting

8. 11.

Meeting Date: 07/19/2016

Submitted By: Courtney O'Brien, Executive Assistance

SUBJECT:

AWARD THE PURCHASE OF A TORO 5910 WIDE AREA MOWER FROM PROFESSIONAL TURF PRODUCTS, L.P., TULSA, OKLAHOMA, IN THE AMOUNT OF \$105,497.05.

BACKGROUND:

During the budget process, mowing equipment was analyzed and the need to add a wide area mowers to the fleet was identified. The Oklahoma State Purchasing Contract SW190 with Professional Turf Products, L.P., provides for a 20% discount for all Toro brand mowers, which is reflected in the attached quote.

RECOMMENDATION:

Award purchase to Professional Turf Products, L.P. in the amount of \$105,497.05.

PRESENTER:

Billy McBride, Public Works Director.

Fiscal Impact

Budgeted Y/N: Y

Amount: \$105,497.05

Funding Source:

General Fund Capital Replacement

Attachments

State Contract

Professional Turf Quote



**State of Oklahoma
Office of Management and Enterprise
Services, Central Purchasing**

Statewide Contract Addendum

This addendum is added to and is to be considered part of the subject contract.

Contract Issuance Date: 02/23/2015

Statewide Contract #: SW-190

Contract Title: Mowers and Hand Held Equipment

Addendum Date: 02/23/2016

Addendum #: 2

This addendum serves to renew the contract for an additional one year period.

Contract Period: 02/23/2016 through 02/22/2017.

**Marvin's Mowers will not be participating in the contract this year.
All other vendors remain on the contract.**



CONTRACT

State of Oklahoma

Dispatch via Print

Supplier 0000232302
 PROFESSIONAL TURF PRODUCTS LP
 3621 S 73RD EAST AVE #1 BLDG
 TULSA OK 74145-3216
 USA

Contract ID		Page	
0000000000000000000000004030		1 of 1	
Contract Dates	Currency	Rate Type	Rate Date
03/03/2015 to 02/22/2016	USD	CRRNT	PO Date
Description:		Contract Maximum	
SW190		0.00	
TYPE: STATEWIDE			

Tax Exempt? Y Tax Exempt ID:736017987

Contract Lines:

Line #	Cat CD / Item ID / Item Desc	UOM	Minimum Order		Maximum / Open	
			Qty	Amt	Qty	Amt
1	21101708 / 1000030687 MOWER: Parts	EA	1.00	0.00	0.00	0.00
2	27112014 / 1000030686 MOWER: Push mower	EA	1.00	0.00	0.00	0.00
3	27112014 / 1000030685 MOWER: Riding mower	EA	1.00	0.00	0.00	0.00

COMMENTS:

Final = The price is final after adjustments
 Hard = Apply adjustments regardless of other adjustments
 Skip = Skip adjustments if any other adjustments have been applied

Authorized Signature

Contact Information

Website:

Company Name	Professional Turf Products
Doing Business as (if applicable)	
Contact Person for Solicitation Response	Karl C. Kaukis
Phone	817-785-1900
Email	sales@proturf.com
Fax	817-785-1901
Address For Purchase Orders-Number & Street-Post Office Box (some companies have ordering addresses that are different than the payment address)	Professional Turf Products 1010 N. Industrial Blvd. Euless, TX 76039
City, State, Zip	
Contact Person for Contract/Ordering/Price Information/Equipment Additions/Changes/Discontinuations	
Contact Name	Karl C. Kaukis
Phone	817-785-1900
Fax	817-785-1901
Email	sales@proturf.com
Secondary Contact for Contract/Ordering	
Phone	
Fax	
Email	
Address For Payment-Number & Street-Post Office Box (some companies have a different Payment/remittance address than the ordering address)	Remit to: PO Box 201349 Dallas, TX 75320-1349
City, State, Zip	
Contact Person/Department for payment	Debi White
Phone	817-785-1900
Fax	817-785-1901
Email	whited@proturf.com
Counties You can provide products/warranty service/repair parts to	<u> X </u> All counties in Oklahoma OR just these counties: _____
(include any special conditions, such as territory or district maps on a separate sheet)	
Payment Discount (i.e. 15 days) Net 10	Please state any discount applied if paid and within what time frame. 0%
Supplier will be responsible for notifying the contracting officer when the contact information changes.	Notes: (Special ordering instructions-please attach any special instructions on a separate sheet)

If a manufacturer submitting a response, a list of certified dealers within the State of Oklahoma authorized to sell and service your products
Copy of Oklahoma Motor Vehicle Commission license if applicable to the products you sell.
Copy of Certificate of Good Standing (If required to be registered with the Secretary of State of Oklahoma)
Attachments

G. OTHER

None

H. PRICE AND COST

The State of Oklahoma is requesting pricing for Mowers and Hand Held equipment. The pricing matrix is a percentage off the Manufacturer's list price. Vendors can submit actual pricing schedules for their equipment though, with the percentage discount already figured, as long as the discount is clearly stated as well as the pricing minus the discount. Also, please provide the current manufacturer's price list used as a basis for the pricing schedules if you submit pricing with the discount already figured in. Attachments have been provided in Microsoft Word and Adobe PDF.

The State of Oklahoma has been a leader in the push for State use of CNG-powered vehicles. If you have products that are fueled by means other than gas or diesel fuel, and that are considered environmentally friendly, please include them in your response.

Manufacturers responding please include a listing of Distributors/Dealers for the State of Oklahoma to include Name of business, Address, contact names, phone numbers, fax numbers, email addresses and websites.

Vendors may submit specifications for all equipment bid, as well as options available. Please submit these specifications on a cd or dvd or flash drive. It is preferred that vendors have a website where customers can go and view the products. The Central Purchasing Statewide Contract website will be updated as necessary.

The manufacturer's price list date that you are being asked to provide is considered the "starting point" of the contract and is to be used as a measurement of price increases throughout the contract. (i.e. at the end of the contract year, the purchases will be compared to annotate any price changes that were made.) You will be expected to provide brochures and descriptive literature to those customers who request it and the contracting officer responsible for the maintenance of the contract. Although you will not be required to send actual pricing sheets as the prices are updated, you will be required to notify the contracting officer when there are price changes and a note will be made to the website where your contract will be located.

The Vendor will be expected to notify the Contracting Officer of any changes in the Company status, such as mergers, sell offs, discontinuation of equipment, addition of equipment lines and changes in the contact information for the contract. It is imperative that the Contracting Officer be able to contact someone at all times during business hours, especially when helping an entity make a decision on equipment they want to purchase.

With the age of technology, customers are more likely to use the internet to research the equipment they are interested in buying. We will put a link to your website on the contract website. Please provide a guide to the use of your website if you require a name and password to access current pricing, if listed, at no subscription cost to the State of Oklahoma. Also, please provide any additional enhancements such as any special ordering features available to users or a site with pricing specific to the Oklahoma contract even though we are not requiring you to offer a direct link to the Oklahoma-specific contract pricing or your current price lists.

Website: WWW.pro turf.com

Log-in required? Yes No

Government entities who will be buying from this contract will be expected to provide their accounting offices with a pricing sheet or pricing sheet reference date at the time they prepare their payment method. This pricing sheet will clearly state the Price Book/Catalog Number and Date. This sheet is to be attached to the quote provided by the Vendor. The quote will reference the Statewide contract number being used for the purchase. All set up charges, testing, and freight charges are to be included in the quote as separate line items.

Discounts offered will remain the same or can be increased throughout the contract period. Multiple Unit discounts are encouraged.

OEM Repair Parts: 0 % After Market Parts: 0 %

Extra manuals, warranties and tools:

Electronic (cd, dvd) Repair Parts manual: 0 % "Hard Copy" Repair parts manual: 0 %

Electronic (cd, dvd) Operator Manual: 0 %

Electronic (cd, dvd) Service Manual: 0 %

Extended Warranty offered? Yes No
warranty purchase. Discount offered 0 %

"Hard Copy" Operator's manual: 0 %

"Hard Copy" Service Manual: 0 %

If yes, please attach information for the extended

ATTACHMENT A

MOWERS. Riding Mowers, Mowers for Golf Courses, Lawn tractors. Attachments for the equipment. Options for the equipment.

Type of Equipment or Implement (if discount varies per item)	Brand Name	Price Book/Catalog Date of Manufacturer's Current Published Retail Price List	Percentage off discount %
All New Toro Commercial Equipment Except ProCore 648	Toro	November 1, 2014	20%
New ProCore 648	Toro	November 1, 2014	0%
All New Toro LCE Equipment	Toro	November 1, 2014	28%
All Used Toro Equipment	Toro	As Available - Advertised Price	0%

Trade-in allowed? Yes No.
 Multiple Unit discount of _____ % Based on quantity purchased? Yes No. Based on dollar amount spent? Yes No.
 If dollar amount how much? \$ _____
 OEM Repair Parts discount is 0 % After Market Parts discount is 0 %



Professional Turf Products, L.P.
 3621 So. 73rd East Ave, Bldg. 1
 Tulsa, Oklahoma 74145
 Dennis Lindemann
 (888) 776-8873 ext. 5468
 lindemannd@proturf.com



Ship To	City Of Enid		Date	7/7/2016
Bill To	NAT'L IPA		Tax Rate	
Contact	Kevin Boehm		Destination	2.50%
Address	1110 W. Spruce		Trade-In	
City	Enid, OK		Finance	
State	OK	<i>Comments:</i> Terms are net 30.	Account Type	Contract
Postal Code	73703			
Phone				
Fax				

Proposal

Qty	Model #	Description	Unit	Extended	Toro Selling Price
1	31699	GM5910 Tier 4 Compliant, All Season Safety Cab Standard, Road Lights Optional	\$ 102,754.80	\$ 102,754.80	\$ 131,400.00
1	30041	500 Hour Filter Maintenance Kit GM5900_GM5910	\$ 169.15	\$ 169.15	\$ 216.30
				\$ 102,923.95	

SubTotal	\$	102,923.95	\$	131,616.30
Destination	\$	2,573.10	\$	3,290.41
Tax (Estimated)	\$	-	\$	-
TOTAL	\$	105,497.05	\$	134,906.71

Comments:

For all New Equipment, Demo units may be available for up to 20% savings.
For all New Equipment, Refurbished units may be available for up to 40% savings.

Terms & Conditions:

1. Orders are considered contractual. Order cancellations are subject to fees up to 10% of the original order value.
2. New equipment delivery time is estimated at six weeks from the time credit is approved & documents are executed.
3. Pricing, including finance options, valid for 30 days from time of quotation.
4. After 30 days all prices are subject to change without notice.
5. Used and Demo equipment is in high demand and availability is subject to change.
 - A. Upon firm customer commitment to purchase, said equipment availability will be determined and "locked".
 - B. In the event equipment is unavailable at time of order, PTP will employ every resource to secure an acceptable substitute.
 - C. PTP strongly advises the customer to issue a firm PO as quickly as possible after acceptance of quotation.
6. "Trade In Allowances" will be treated as a credit for future parts purchases on PTP account unless other arrangements have been made.

Returns Policy:

1. All returns are subject to restocking, refurbishing, usage, and shipping fees.
2. All returns must be able to be sold as new.
3. Items missing parts are non returnable.
4. Professional Turf Products will have sole discretion as to the resalable condition of the product.
5. This policy does not apply to items that are defective, or shipped incorrectly by PTP or one of its vendors.

Payment:

1. Terms are net 10 unless prior arrangements have been made.
2. Quoted prices are subject to credit approval.
 - A. PTP will work with third party financial institutions to secure leases when requested to do so.
 - B. When using third party financiers, documentation fees & advance payments may be required.
 - C. For convenience, monthly payments are estimated based on third party rate factors in effect at time of the quotation.
 - D. PTP assumes no liability in the event credit becomes unavailable or rates change during the approval process.
3. There will be a service charge equal to 1.5% per month (18% per annum) on all past due invoices.
4. By Law we are required to file a "Notice to Owner" of our intent to file lien in the event of payment default.
This notice must be sent within 60 days of the date the original invoice and will happen automatically regardless of any special payment arrangements that may have been made.

Authorized Signature: _____

Date: _____

City Commission Meeting

8. 12.

Meeting Date: 07/19/2016

Submitted By: Erin Crawford, Chief Financial Officer

SUBJECT:

CONSIDER RENEWING THE 2015-2016 AUDITING SERVICES WITH RSM US LLP IN THE AMOUNT OF \$103,190.00 TO COMPLETE FINANCIAL STATEMENT PREPARATION; THE INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS OF THE CITY OF ENID, OKLAHOMA, AND ITS RELATED AUTHORITIES; COMPLETE THE SINGLE-AUDIT COMPLIANCE AUDIT; OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY (ODEQ) LANDFILL AGREED-UPON PROCEDURES; AND THE STATE AUDITOR AND INSPECTOR FORM 2643.

BACKGROUND:

The City of Enid solicited proposals for auditing services in 2012-2013 with a five year renewal option and selected Cole & Reed, P.C., which has subsequently been acquired by RSM US LLP, to complete the audit and independent auditor's report on the financial statement of the City and its related authorities. The City has the option to renew with RSM US LLP for two more years. RSM US LLP has proposed the below fees, resulting in an overall reduction of fees in the amount of \$20,193.74 compared to the FY15 audit.

Service Provided	FY16
Financial Statement Audit	\$69,000
Direct Expenses	\$6,190
Single-Audit Compliance	\$9,000
DEQ Landfill Examination	\$2,500
SA&I 2643 Report	\$1,500
Financial statement preparation	\$15,000
Total Proposed Fees	\$103,190

RECOMMENDATION:

Execute renewal of auditing and financial statement preparation services with RSM US LLP in the amount of \$103,190.00 and authorize Mayor to sign all contract documents.

PRESENTER:

Erin Crawford, Chief Financial Officer.

Fiscal Impact

Budgeted Y/N: Y

Amount: \$103,190.00

Funding Source:

General Fund.

Attachments

FY16 Arrangement Letter



June 27, 2016

City Commission
Mr. Jerald Gilbert, City Manager
Ms. Erin Crawford, Chief Financial Officer
401 West Owen K. Garriott Road
City of Enid
Enid, OK

RSM US LLP

531 Couch Drive
Oklahoma City, Oklahoma

T +1 405 239 7961

F +1 405 235 0042

www.rsmus.com

Attention: City Commission

The Objective and Scope of the Audit of the Financial Statements

You have requested that we audit the financial statements of the City of Enid (the City), which comprise governmental activities, business-type activities, each major fund and aggregate remaining fund information as of and for the year ended June 30, 2016 which collectively comprise the basic financial statements. Our audit will also include required supplementary information and other supplementary information presented by the City. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

We will also perform the audit of the City as of June 30, 2016, so as to satisfy the audit requirements imposed by the Single Audit Act and Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The Responsibilities of the Auditor

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS); *Government Auditing Standards* issued by the Comptroller General of the United States; the provisions of the Single Audit Act, Subpart F of Title 2 U.S. CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*; and the U.S. Office of Management and Budget's (OMB) Compliance Supplement. Those standards, circulars, and supplements require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements.

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

The determination of abuse is subjective; therefore, *Government Auditing Standards* do not expect us to provide reasonable assurance of detecting abuse. In making our risk assessments, we consider internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate to the City Commission (a) any fraud involving senior management and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements that becomes known to us during the audit, and (b) any instances of noncompliance with laws and regulations that we become aware of during the audit (unless they are clearly inconsequential).

The funds that you have told us are maintained by the City and that are to be included as part of our audit are listed here:

Governmental Funds include:

General Fund	Police Fund	Fire Fund	Capital Improvements Fund
Special Projects	Water Assessment		Street and Alley
CDBG Fund	Paving Assessment Fund		
Park Board	911 Fund		Street Improvement Fund
Storm Water Fund	Debt Service Fund		Sanitary Sewer Fund
Water Capital Improvements Fund			Capital Projects Escrow
Enid Economic Development Authority			Vance Development Authority
Community Intervention Center			

Enterprise Funds include:

- Enid Municipal Authority
- Enid Event Center and Convention Hall
- Enid Public Transportation Authority
- Woodring Airport
- Meadowlake Golf Course

Other Fund Types

- Internal Service Fund - Health Care Fund
- Fiduciary Fund – Defined Benefit Retirement Plan
- Fiduciary Fund – 401(k) Retirement Plan
- Agency Funds – Court Bonds and CLEET Fund

City management will inform us of any new funds that have been created.

The City's blended component units that are to be included as part of the City's financial statements are Enid Municipal Authority, Vance Development Authority, Enid Public Transportation Authority, and the Enid Economic Development Authority. The City has no discrete component units that are required to be included in the City's basic financial statements.

There are no component units whose financial statements you have told us will be omitted from the basic financial statements.

The City is a recipient of in Federal programs funded by various Federal agencies, including, but not limited to:

- U.S. Department of Housing and Urban Development
- U.S. Department of Homeland Security
- U.S. Department of Transportation
- U.S. Department of Justice
- Environment Protection Agency

You will provide us with a preliminary schedule of expenditures of federal awards, covering Federal expenditures for the period from July 1, 2015 through June 30, 2016, by September 15, 2016. We will make our preliminary determination of major programs from this schedule. A final schedule of expenditures of federal awards will be provided to us by October 17, 2016.

Our reports on internal control will include any significant deficiencies and material weaknesses in controls of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with requirements of the standards and circulars identified above. Our reports on compliance matters will address material errors, fraud, abuse, violations of compliance obligations, and other responsibilities imposed by state and federal statutes and regulations or assumed by contracts, and any state or federal grant, entitlement, or loan program questioned costs of which we become aware, consistent with requirements of the standards and circulars identified above.

The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not evaluate subsequent events earlier than the date of the management representation letter referred to below;
- c. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
- d. For establishing and maintaining effective internal control over financial reporting and for informing us of all significant deficiencies and material weaknesses in the design or operation of such controls of which it has knowledge;
- e. For (a) making us aware of significant vendor relationships where the vendor is responsible for program compliance, (b) following up and taking corrective action on audit findings, including the preparation of a summary schedule of prior audit findings, and a corrective action plan, and (c) report distribution including submitting the reporting package(s);and

f. To provide us with:

- (1) Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
- (2) Additional information that we may request from management for the purpose of the audit;
- (3) Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence;
- (4) When applicable, a summary schedule of prior audit findings for inclusion in the single audit reporting package; and
- (5) If applicable, responses to any findings reported on the schedule of findings and questioned costs.

As part of our audit process, we will request from management and when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit including among other items:

- a. That management has fulfilled its responsibilities as set out in the terms of this letter; and
- b. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for identifying and ensuring that the City complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud or abuse, and for informing us about all known or suspected fraud or abuse affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud or abuse could have a material effect on the financial statements or compliance. Management is also responsible for informing us of its knowledge of any allegations of fraud or abuse or suspected fraud or abuse affecting the entity received in communications from employees, former employees, analysts, regulators, short sellers, or others.

Management is responsible for the preparation of the required supplementary information (RSI) and supplementary information presented in relation to the financial statements as a whole in accordance with accounting principles generally accepted in the United States of America. Management agrees to include the auditor's report on the RSI and supplementary information in any document that contains the supplementary information and that indicates that the auditor has reported on such RSI and supplementary information. Management also agrees to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.

The City Commission is responsible for informing us of its views about the risks of fraud or abuse within the entity, and its knowledge of any fraud or abuse or suspected fraud or abuse affecting the entity.

You have informed us that you may issue public debt in the future and that you may include our report on your financial statements in the offering statement. You have further informed us that you do not intend that we be associated with the proposed offering

We agree that our association with any proposed offering is not necessary, providing City of Enid agrees to clearly indicate that we are not associated with the contents of any such official statement or memorandum. City of Enid agrees that the following disclosure will be prominently displayed in any such official statement or memorandum:

RSM US LLP, our independent auditor, has not been engaged to perform, and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. RSM US LLP, also has not performed any procedures relating to this official statement.

Because RSM US LLP will rely on the City of Enid and its management and the City Council to discharge the foregoing responsibilities, the City of Enid holds harmless and releases RSM US LLP, its partners, and employees from all claims, liabilities, losses and cost arising in circumstances where there has been a knowing misrepresentation by a member of the City of Enid's management which has caused, in any respect, RSM US LLP's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

City of Enid's Records and Assistance

If circumstances arise relating to the condition of the City's records, the availability of appropriate audit evidence, or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion, issue a report, or withdraw from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the City's books and records. The City will determine that all such data, if necessary, will be so reflected. Accordingly, the City will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by City personnel will be discussed and coordinated with City management. The audit timeline and participation list will be discussed with and agreed to by Jerald Gilbert, City Manager, and Erin Crawford, Chief Financial Officer. The timely and accurate completion of this work is an essential condition to completion of the audit and issuance of our audit report by December 31, 2016.

In connection with our audit, you may request us to perform certain non-audit services necessary for the preparation of the financial statements, including assistance with drafting of the financial statements. The independence standards of the *Government Auditing Standards* issued by the Comptroller General of the United States ("GAS") require that the auditor maintain independence so that opinions, findings, conclusions, judgments, and recommendations will be impartial and viewed as impartial by reasonable and informed third parties. Before we agree to provide a non-audit service to the City, we determine whether providing such a service would create a significant threat to our independence for GAS audit purposes, either by itself or in aggregate with other non-audit services provided. A critical component of our determination is consideration of management's ability to effectively oversee the non-audit service to be performed. The City has agreed that Erin Crawford, Chief Financial Officer, possesses suitable skill, knowledge, or experience and that the individual understands the financial statement preparation services to be performed sufficiently to oversee them. Accordingly, the management of the City agrees to the following:

1. The City has designated Erin Crawford, a senior member of management, who possesses suitable skill, knowledge, and experience to oversee the services.
2. Erin Crawford, will assume all management responsibilities for subject matter and scope of the financial statements.
3. The City will evaluate the adequacy and results of the services performed.
4. The City accepts responsibility for the results and ultimate use of the services.

GAS further requires we establish an understanding with the management (and those charged with governance) of the City of the objectives of the non-audit service, the services to be performed, the entity's acceptance of its responsibilities, the auditor's responsibilities, and any limitations of the non-audit service. We believe this letter documents that understanding.

Other Relevant Information

From time to time and depending upon the circumstances, we may use third-party service providers to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose confidential client information to them. We enter into confidentiality agreements with all third-party service providers and we are satisfied that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others.

In accordance with *Government Auditing Standards*, a copy of our most recent peer review report is enclosed, for your information.

Fees, Costs, and Access to Workpapers

Our fees for the audit and accounting services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Our fee estimate and completion of our work is based upon the following criteria:

- a. Anticipated cooperation from City personnel
- b. Timely responses to our inquiries
- c. Timely completion and delivery of client assistance requests
- d. Timely communication of all significant accounting and financial reporting matters
- e. The assumption that unexpected circumstances will not be encountered during the engagement

Our fees are based on the time required by the individuals assigned to the engagement, plus direct expenses. Interim billings will be submitted as work progresses and as expenses are incurred. Our fee for the services described in this letter will be as follows:

- Financial statement audit \$ 73,000
- Single Audit Act compliance \$ 3,000 per Major Program

Our fees for the services described in this letter will not exceed the amount listed above, unless any of the aforementioned criteria are not met, in which case we will discuss the situation with you before

proceeding. The professional fees for the Federal program compliance audit in accordance with Uniform Guidance is dependent upon the number of programs that are required to be audited in accordance with Uniform Guidance. We will provide you with the initial estimate upon receipt of the preliminary Schedule of Expenditures of Federal Awards, and the final amount upon receipt of the final schedule. Other factors that could cause an adjustment to the professional fees include new funds or component units not previously communicated to us. All other provisions of this letter will survive any fee adjustment. Additionally, to cover the administrative costs associated with this engagement, such as technology tools utilized in the performance of the audit, storage of audit documentation and processing of the financial statements, we will charge a 3% administrative fee, not to exceed \$2,190.

Our professional standards require that we perform certain additional procedures, on current and previous years' engagements, whenever a partner or professional employee leaves the firm and is subsequently employed by or associated with a client in a key position. Accordingly, the City agrees it will compensate RSM US LLP for any additional costs incurred as a result of the City's employment of a partner or professional employee of RSM US LLP

In the event we are requested or authorized by the City or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for the City, the City will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The documentation for this engagement is the property of RSM US LLP. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of RSM US LLP audit personnel and at a location designated by our Firm.

Claim Resolution

The City of Enid and RSM US LLP agree that no claim arising out of services rendered pursuant to this agreement shall be filed more than two years after the date of the audit report issued by RSM US LLP or the date of this arrangement letter if no report has been issued. The City of Enid waives any claim for punitive damages. RSM US LLP's liability for all claims, damages and costs of the City of Enid arising from this engagement is limited to the amount of fees paid by the City of Enid to RSM US LLP for the services rendered under this arrangement letter.

If any term or provision of this Agreement is determined to be invalid or unenforceable, such term or provision will be deemed stricken, and all other terms and provisions will remain in full force and effect.

Reporting

We will issue a written report upon completion of our audit the City's financial statements. Our report will be addressed to the City Council. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In addition to our report on the City's financial statements, we will also issue the following types of reports:

- A report on the fairness of the presentation of the City's schedule of expenditures of federal awards for the year ending June 30, 2016.
- Reports on internal control related to the financial statements, and major programs. These reports will describe the scope of testing of internal control and the results of our tests of internal controls.
- Reports on compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any noncompliance that could have a material effect on the financial statements and any noncompliance that could have a material effect, as defined by Subpart F of Title 2 U.S. CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, on each major program.
- An accompanying schedule of findings and questioned costs.

This letter constitutes the complete and exclusive statement of agreement between RSM US LLP and the City of Enid, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.

Please sign and return this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

RSM US LLP

A handwritten signature in black ink, appearing to read "Mike Gibson", with a long horizontal line extending to the right.

Mike Gibson, Partner

Confirmed on behalf of the City Commission:

Mayor

Management's acknowledgment of the agreement:

City Manager

Chief Financial Officer

City Commission Meeting

8. 13.

Meeting Date: 07/19/2016

Submitted By: Andrea Chism, City Attorney

SUBJECT:

APPROVE AND EXECUTE LOCAL PROGRAM FUNDING CONTRACTS WITH BOOKER T. WASHINGTON COMMUNITY CENTER, INC., ENID METROPOLITAN AREA HUMAN SERVICE COMMISSION, ENID ARTS & SCIENCE FOUNDATION, AND YOUTH AND FAMILY SERVICES OF NORTH CENTRAL OKLAHOMA.

BACKGROUND:

In accordance with Oklahoma Constitution Article 10, Sections 14 and 17, the Mayor and Board of Commissioners of the City of Enid found that the above local programs met and served a proper public purpose and made appropriations for the local programs in the City of Enid's Fiscal Year 2016-2017 budget. The City of Enid desires to set forth the terms and conditions with which the local programs shall comply in order to receive funding. Funding allocations are as follows:

Booker T. Washington	\$12,000.00
Enid Metropolitan Area Human Service Commission	\$7,000.00
Enid, Arts & Science Foundation	\$13,000.00
Youth and Family Services of North Central Oklahoma	\$5,000.00

RECOMMENDATION:

Approve and execute local program funding contracts.

PRESENTER:

Andrea L. Chism, City Attorney.

Fiscal Impact

Budgeted Y/N: Y

Amount: \$37,000.00

Funding Source:

General Fund

Attachments

Booker T. Washington
Human Services Alliance of Greater Enid
Leonardo's
Youth and Family Services

CONTRACT FOR PUBLIC SERVICES BETWEEN THE CITY OF ENID AND
ENID ARTS & SCIENCE FOUNDATION

THIS CONTRACT is made and entered into by and between the City of Enid, Oklahoma, an Oklahoma Municipal Corporation, hereinafter called "City", and Enid Arts & Science Foundation, d/b/a Leonardo's Discovery Warehouse, an Oklahoma Non-Profit Corporation, hereinafter called "Contractor."

WHEREAS, Leonardo's Discovery Warehouse has provided services to the residents of the City of Enid for over twenty (20) years; and,

WHEREAS, in accordance with Okla. Const. Art. 10, §§ 14 and 17, the Mayor and Board of Commissioners of the City of Enid, Oklahoma, find that the Leonardo's Discovery Warehouse serves a proper public purpose, and;

WHEREAS, Leonardo's Discovery Warehouse desires to continue to provide public services to the residents of the City of Enid; and,

NOW THEREFORE, in consideration of the mutual promises, covenants, and conditions herein stated and in consideration of the mutual benefits, which will accrue to the parties, the receipt and sufficiency of which is acknowledged by the parties, the parties agree as follows:

1. Engagement of Contractor. The City hereby engages Contractor for Contractor to perform certain public services for the benefit of the residents of the City of Enid. Contractor accepts such engagement pursuant to the terms and conditions set forth herein.
2. Scope of Engagement. The primary purpose of this contract is for Contractor to provide community services to the residents of the City of Enid. Contractor shall also strive to further economic development within Enid by sustaining, or increasing, the number of guests that visit from outside Enid. Contractor shall use its good faith and best efforts to fulfill the following work, goals, and priorities. Such scope of work shall include the following:
 - a. Camp Leonardo's. Contractor shall provide Camp Leonardo's during the term of this Contract for a minimum of seven (7) weeks during June and July, as well as during the Enid Public Schools' Spring Break. Such camp shall comply with the following minimum requirements:
 - 1) Available to children ages four (4) through twelve (12).
 - 2) Three sessions shall be made available - morning, afternoon, and all-day.
 - 3) A minimum of ten percent (10%) of summer camp attendees shall receive scholarships.

- a) Scholarship applicants shall be required to demonstrate “need” and an inability to pay in accordance with HUD income qualifications and/or state assistance income qualifications.
 - a) A scholarship shall cover the tuition for either the morning or afternoon session for one (1) child for one (1) week.
 - b) Additional weeks of attendance for scholarship recipients shall be made available at a cost of one-half (1/2) of the tuition rate.
- b. Oklahoma Museum Network. Contractor shall be, and continue to be throughout the term of this Contract, a member of the Oklahoma Museum Network.
3. Term. This contract shall be effective from the 1st day of July, 2016, through the 30th day of June, 2017.
4. Compensation. The City and Contractor agree that Contractor will be compensated in the amount of thirteen thousand dollars (\$13,000.00) to provide public services as described in Paragraph 2.
5. Payment to Contractor. Contractor shall present an invoice for payment of compensation to the City of Enid. The City shall pay such invoice within twenty (20) days of the first meeting of the Mayor and Board of Commissioners of the City of Enid after receipt of this invoice.
6. Independent Contractor Status of Contractor. Contractor is a separate, legal entity from the City and the parties make this contract accordingly. All persons working for Contractor under this contract shall be employees of Contractor and shall not be considered employees of the City. The hiring, discharge, supervision, and management of the employees of Contractor who provide services under this contract, including, but not limited to, the determination from time to time of the qualifications of such Contractor employees who are required to perform the duties of Contractor, and the establishment, revision, and administration of wage scales, rates of compensation, conditions of employment, and job and position descriptions with respect to all such employees of Contractor hereunder shall be within the sole direction of Contractor.
7. 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 contract on the ground of race, color, age, sex, handicap, or national origin; and (2) that, in carrying out the terms and conditions of this contract, no person shall be subjected to discrimination on the grounds of race, color, age, sex, handicap, or national origin.
8. Compliance with Laws. Contractor shall conduct its business under the terms of this contract 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 contract.

9. Default. Under this contract, default occurs when either party fails to keep, observe, or perform any material agreement, term, or provision of this contract to be kept, observed, or performed by it and such conduct continues for a period of thirty (30) days after written notice thereof by the other party.
10. Interpretation of Law. This contract 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.
11. Venue. Any action or proceeding seeking to enforce any provision of, or based on any right arising out of, this contract 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.
12. Termination, Remedies Upon Default.
 - a. Upon default and in addition to any other remedies available to it on account of such event of default, either party may terminate this contract without further notice.
 - b. A default by Contractor shall result in the requirement to return funds to the City and/or disqualification from future funding.
 - c. No right or remedy herein conferred upon or reserved to either of the parties is intended to be exclusive of any other right or remedy, and each and every right and remedy shall be cumulative to any other right or remedy given hereunder or now or hereafter legally existing upon default. The failure of either party to insist upon the strict observance or performance of any of the provisions of this contract or to exercise any right or remedy provided in this contract shall not impair any such right or remedy nor be construed as a waiver or relinquishment thereof with respect to subsequent defaults. Every right and remedy given by this contract to the parties may be exercised from time to time and as often as may be deemed expedient by the parties.
13. Notices. Whenever notice is required to be given in writing, such notice shall be hand-delivered or mailed by certified mail, return receipt requested, and directed to the respective parties at the following addresses:

CITY: City Attorney
P.O. Box 1768
Enid, OK 73702

CONTRACTOR: Enid Arts & Science Foundation d/b/a
Leonardo's Discovery Warehouse
200 E. Maple
Enid, Ok 73701

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.

14. Indemnification and Hold Harmless. Contractor shall defend, indemnify and hold harmless the City and any and all officers, agents and employees of the City, against all damages, including but not limited to, any loss, liability, expense, suit, or claim for injury to persons or damages to property arising out of the activities of Contractor, its employees and agents under or in connection with this contract, whether or not any act or omission complained of is authorized, allowed or prohibited by Contractor and all reasonable expenses together with all damages and penalties thereto. Expenses shall include, without limitation, all out-of-pocket expenses, attorney's fees, witness fees, and discovery costs.
15. Assignment. Neither party shall assign this contract or any interest herein without the express, written consent of the other party.
16. Construction. Captions and other headings contained in this contract are for reference and identification purposes only and do not alter, modify, amend, limit, or restrict the contractual obligations of the parties.
17. Integration and Amendments. This contract constitutes the entire agreement between the parties and may not be amended, altered, modified or changed in any way except in writing signed by all parties to this contract and which specifically references this contract. There are no other agreements, representations or warranties, whether oral or written, regarding the subject matter of this contract. No course of dealings involving the parties hereto and no usage of trade shall be relevant or admissible to interpret, supplement, explain or in any way vary any of the terms expressly set forth in this Agreement. Any amendment to this contract shall be attached to this contract and all of the terms in this contract not addressed in the amendment shall remain in full force and effect.
18. Binding Effect. This contract binds the parties and any successors and assigns of the parties.
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 contract.
20. Counterparts. This Contract may be executed in any number of counterparts, and when each party has signed and delivered to the other at least one (1) such counterpart, each counterpart shall be deemed an original, and when taken together with other signed

counterparts, shall constitute one (1) agreement; provided, however, this Contract shall not be binding upon the parties hereto until signed by all of the parties.

21. Third Party Beneficiaries. Nothing in this contract, 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.
22. Identity Theft Prevention. Contractor, for itself, successors, assigns, and subcontractors agree to familiarize themselves with 16 CFR § 681, Identity Theft Rules and 24 Okla. Stat. § 161 et seq., the Security Breach Notification Act. Contractor agrees to meet or exceed the guidelines set out in those laws, including, but not limited to, its policies and procedures regarding training of personnel, use of any personal information obtained, and reporting of “Red Flag” events.
23. 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. Contractor agrees to verify and document the employment eligibility of all employees who may perform services pursuant to this Contract. Contractor also agrees to require all subcontractors who perform services under this Contract to verify and document the employment eligibility of all employees who may perform services pursuant to this Contract.
24. 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.
25. Bargaining. Both parties have had the opportunity to seek independent legal counsel before entering into this Contract. The language of this Contract shall be construed simply, according to its fair meaning, and not strictly for or against either party.

IN WITNESS WHEREOF, the parties hereto have executed this contract the day and year last written below.

Date Signed: _____

"CITY"
The City of Enid, Oklahoma,
an Oklahoma Municipal Corporation

William E. Shewey, Mayor

(SEAL)

ATTEST:

Linda Parks, City Clerk

Approved as to form and legality:

Andrea L. Chism, City Attorney

Date Signed: _____

"CONTRACTOR"
Enid Arts & Science Foundation, d/b/a
Leonardo's Discovery Warehouse,
an Oklahoma Non-Profit Corporation

Julie P. Baird, Executive Director

WITNESS:

Signature

Printed Name and Title

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Date Signed: _____

"CITY"
The City of Enid, Oklahoma,
an Oklahoma Municipal Corporation

William E. Shewey, Mayor

(SEAL)

ATTEST:

Linda Parks, City Clerk

Approved as to form and legality:

Andrea L. Chism, City Attorney

Date Signed: _____

"CONTRACTOR"
Enid Arts & Science Foundation, d/b/a
Leonardo's Discovery Warehouse,
an Oklahoma Non-Profit Corporation

Julie P. Baird, Executive Director

WITNESS:

Signature

Printed Name and Title

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6. Independent Contractor Status of Contractor. Contractor is a separate, legal entity from the City and the parties make this contract accordingly. All persons working for Contractor under this contract shall be employees of Contractor and shall not be considered employees of the City. The hiring, discharge, supervision, and management of the employees of Contractor who provide services under this contract, including, but not limited to, the determination from time to time of the qualifications of such Contractor employees who are required to perform the duties of Contractor, and the establishment, revision, and administration of wage scales, rates of compensation, conditions of employment, and job and position descriptions with respect to all such employees of Contractor hereunder shall be within the sole direction of Contractor.
7. 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 contract on the ground of race, color, age, sex, handicap, or national origin; and (2) that, in carrying out the terms and conditions of this contract, no person shall be subjected to discrimination on the grounds of race, color, age, sex, handicap, or national origin.
8. Compliance with Laws. Contractor shall conduct its business under the terms of this contract 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 contract.

9. Default. Under this contract, default occurs when either party fails to keep, observe, or perform any material agreement, term, or provision of this contract to be kept, observed, or performed by it and such conduct continues for a period of thirty (30) days after written notice thereof by the other party.
10. Interpretation of Law. This contract 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.
11. Venue. Any action or proceeding seeking to enforce any provision of, or based on any right arising out of, this contract 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.
12. Termination, Remedies Upon Default.
 - a. Upon default and in addition to any other remedies available to it on account of such event of default, either party may terminate this contract without further notice.
 - b. A default by Contractor shall result in the requirement to return funds to the City and/or disqualification from future funding.
 - c. No right or remedy herein conferred upon or reserved to either of the parties is intended to be exclusive of any other right or remedy, and each and every right and remedy shall be cumulative to any other right or remedy given hereunder or now or hereafter legally existing upon default. The failure of either party to insist upon the strict observance or performance of any of the provisions of this contract or to exercise any right or remedy provided in this contract shall not impair any such right or remedy nor be construed as a waiver or relinquishment thereof with respect to subsequent defaults. Every right and remedy given by this contract to the parties may be exercised from time to time and as often as may be deemed expedient by the parties.
13. Notices. Whenever notice is required to be given in writing, such notice shall be hand-delivered or mailed by certified mail, return receipt requested, and directed to the respective parties at the following addresses:

CITY: City Attorney
P.O. Box 1768
Enid, OK 73702

CONTRACTOR: Enid Arts & Science Foundation d/b/a
Leonardo's Discovery Warehouse
200 E. Maple
Enid, Ok 73701

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.

14. Indemnification and Hold Harmless. Contractor shall defend, indemnify and hold harmless the City and any and all officers, agents and employees of the City, against all damages, including but not limited to, any loss, liability, expense, suit, or claim for injury to persons or damages to property arising out of the activities of Contractor, its employees and agents under or in connection with this contract, whether or not any act or omission complained of is authorized, allowed or prohibited by Contractor and all reasonable expenses together with all damages and penalties thereto. Expenses shall include, without limitation, all out-of-pocket expenses, attorney's fees, witness fees, and discovery costs.
15. Assignment. Neither party shall assign this contract or any interest herein without the express, written consent of the other party.
16. Construction. Captions and other headings contained in this contract are for reference and identification purposes only and do not alter, modify, amend, limit, or restrict the contractual obligations of the parties.
17. Integration and Amendments. This contract constitutes the entire agreement between the parties and may not be amended, altered, modified or changed in any way except in writing signed by all parties to this contract and which specifically references this contract. There are no other agreements, representations or warranties, whether oral or written, regarding the subject matter of this contract. No course of dealings involving the parties hereto and no usage of trade shall be relevant or admissible to interpret, supplement, explain or in any way vary any of the terms expressly set forth in this Agreement. Any amendment to this contract shall be attached to this contract and all of the terms in this contract not addressed in the amendment shall remain in full force and effect.
18. Binding Effect. This contract binds the parties and any successors and assigns of the parties.
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 contract.
20. Counterparts. This Contract may be executed in any number of counterparts, and when each party has signed and delivered to the other at least one (1) such counterpart, each counterpart shall be deemed an original, and when taken together with other signed

counterparts, shall constitute one (1) agreement; provided, however, this Contract shall not be binding upon the parties hereto until signed by all of the parties.

21. Third Party Beneficiaries. Nothing in this contract, 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.
22. Identity Theft Prevention. Contractor, for itself, successors, assigns, and subcontractors agree to familiarize themselves with 16 CFR § 681, Identity Theft Rules and 24 Okla. Stat. § 161 et seq., the Security Breach Notification Act. Contractor agrees to meet or exceed the guidelines set out in those laws, including, but not limited to, its policies and procedures regarding training of personnel, use of any personal information obtained, and reporting of “Red Flag” events.
23. 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. Contractor agrees to verify and document the employment eligibility of all employees who may perform services pursuant to this Contract. Contractor also agrees to require all subcontractors who perform services under this Contract to verify and document the employment eligibility of all employees who may perform services pursuant to this Contract.
24. 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.
25. Bargaining. Both parties have had the opportunity to seek independent legal counsel before entering into this Contract. The language of this Contract shall be construed simply, according to its fair meaning, and not strictly for or against either party.

IN WITNESS WHEREOF, the parties hereto have executed this contract the day and year last written below.

Date Signed: _____

"CITY"
The City of Enid, Oklahoma,
an Oklahoma Municipal Corporation

William E. Shewey, Mayor

(SEAL)

ATTEST:

Linda Parks, City Clerk

Approved as to form and legality:

Andrea L. Chism, City Attorney

Date Signed: _____

"CONTRACTOR"
Enid Arts & Science Foundation, d/b/a
Leonardo's Discovery Warehouse,
an Oklahoma Non-Profit Corporation

Julie P. Baird, Executive Director

WITNESS:

Signature

Printed Name and Title

CONTRACT FOR YOUTH SHELTER SERVICES BETWEEN THE CITY OF ENID AND
YOUTH AND FAMILY SERVICES OF NORTH CENTRAL OKLAHOMA, INC.

THIS CONTRACT is made and entered into by and between the City of Enid, Oklahoma, an Oklahoma Municipal Corporation, hereinafter called "City", and Youth and Family Services of North Central Oklahoma, Inc., an Oklahoma Non-Profit Corporation, hereinafter called "Contractor."

WHEREAS, Contractor has provided services to the residents of the City of Enid for over thirty years; and,

WHEREAS, the City is, from time to time, in need of temporary housing for deprived, in need of supervision, delinquent children, and children in need of treatment, who are in need of temporary housing; and,

WHEREAS, Contractor desires to continue to provide public services to the residents of the City of Enid; and,

WHEREAS, in accordance with Okla. Const. Art. 10, §§ 14 and 17, the Mayor and Board of Commissioners of the City of Enid, Oklahoma, find that the services provided by the Contractor serve a proper public purpose, and;

NOW THEREFORE, in consideration of the mutual promises, covenants, and conditions herein stated and in consideration of the mutual benefits, which will accrue to the parties, the receipt and sufficiency of which is acknowledged by the parties, the parties agree as follows:

1. Engagement of Contractor. The City hereby engages Contractor for Contractor to provide certain public services for the benefit of the residents of the City of Enid. Contractor accepts such engagement pursuant to the terms and conditions set forth herein.
2. Scope of Engagement. The purpose of this contract is for Contractor to provide public services for the City of Enid. Contractor shall use its good faith and best efforts to fulfill the following work, goals, and priorities. Such scope of work shall include the following:
 - a. Youth Shelter. Contractor shall provide, and continue to provide throughout this Agreement, an emergency youth shelter, which provides temporary housing to children. Such youth shelter shall comply with the following minimum requirements:
 - 1) Available to children from newborn through eighteen (18) years of age and who meet the admission policies of the shelter.
 - 2) Available to deprived and in need of supervision children who reside within the corporate limits of the City of Enid.

- 3) Available to delinquent children and children in need of treatment at the request of the Judge of the Municipal Court or the Community Intervention Center (CIC).
 - 4) Available twenty-four (24) hours per day, three hundred and sixty-five (365) days per year.
 - 5) 4 beds shall be reserved for children from the City of Enid.
3. Term. This contract shall be effective from the 1st day of July, 2016, through the 30th day of June, 2017.
 4. Compensation. The City and Contractor agree that Contractor will be compensated in the amount of five thousand dollars (\$5,000.00) to provide public services as described in Paragraph 2.
 5. Payment to Contractor. Contractor shall present an invoice for payment of compensation to the City of Enid. The City shall pay such invoice within twenty (20) days of the first meeting of the Mayor and Board of Commissioners of the City of Enid after receipt of this invoice.
 6. Independent Contractor Status of Contractor. Contractor is a separate, legal entity from the City and the parties make this contract accordingly. All persons working for Contractor under this contract shall be employees of Contractor and shall not be considered employees of the City. The hiring, discharge, supervision, and management of the employees of Contractor who provide services under this contract, including, but not limited to, the determination from time to time of the qualifications of such Contractor employees who are required to perform the duties of Contractor, and the establishment, revision, and administration of wage scales, rates of compensation, conditions of employment, and job and position descriptions with respect to all such employees of Contractor hereunder shall be within the sole direction of Contractor.
 7. 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 contract on the ground of race, color, age, sex, handicap, or national origin; and (2) that, in carrying out the terms and conditions of this contract, no person shall be subjected to discrimination on the grounds of race, color, age, sex, handicap, or national origin.
 8. Compliance with Laws. Contractor shall conduct its business under the terms of this contract 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 contract.
 9. Construction. Captions and other headings contained in this contract are for reference and identification purposes only and do not alter, modify, amend, limit, or restrict the contractual obligations of the parties.

10. Default. Under this contract, default occurs when either party fails to keep, observe, or perform any material agreement, term, or provision of this contract to be kept, observed, or performed by it and such conduct continues for a period of thirty (30) days after written notice thereof by the other party.

11. Termination, Remedies Upon Default.

- a. Upon default and in addition to any other remedies available to it on account of such event of default, either party may terminate this contract without further notice.
- b. A default by Contractor shall result in the requirement to return funds to the City and/or disqualification from future funding.
- c. No right or remedy herein conferred upon or reserved to either of the parties is intended to be exclusive of any other right or remedy, and each and every right and remedy shall be cumulative to any other right or remedy given hereunder or now or hereafter legally existing upon default. The failure of either party to insist upon the strict observance or performance of any of the provisions of this contract or to exercise any right or remedy provided in this contract shall not impair any such right or remedy nor be construed as a waiver or relinquishment thereof with respect to subsequent defaults. Every right and remedy given by this contract to the parties may be exercised from time to time and as often as may be deemed expedient by the parties.

12. Notices. Whenever notice is required to be given in writing, such notice shall be hand-delivered or mailed by certified mail, return receipt requested, and directed to the respective parties at the following addresses:

CITY:

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

CONTRACTOR:

Youth and Family Services of North Central
Oklahoma, Inc.
605 W. Oxford AVE
Enid, Ok 73701

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.

13. Interpretation of Law. This contract 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.

14. Choice of Law. Any action or proceeding seeking to enforce any provision of, or based on any right arising out of, this contract 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.
15. Indemnification and Hold Harmless. Contractor shall defend, indemnify and hold harmless the City and any and all officers, agents and employees of the City, against all damages, including but not limited to, any loss, liability, expense, suit, or claim for injury to persons or damages to property arising out of the activities of Contractor, its employees and agents under or in connection with this contract, whether or not any act or omission complained of is authorized, allowed or prohibited by Contractor and all reasonable expenses together with all damages and penalties thereto. Expenses shall include, without limitation, all out-of-pocket expenses, attorney's fees, witness fees, and discovery costs.
16. Assignment. Neither party shall assign this contract or any interest herein without the express, written consent of the other party.
17. Integration and Amendments. This contract constitutes the entire agreement between the parties and may not be amended, altered, modified or changed in any way except in writing signed by all parties to this contract and which specifically references this contract. There are no other agreements, representations or warranties, whether oral or written, regarding the subject matter of this contract. No course of dealings involving the parties hereto and no usage of trade shall be relevant or admissible to interpret, supplement, explain or in any way vary any of the terms expressly set forth in this Agreement. Any amendment to this contract shall be attached to this contract and all of the terms in this contract not addressed in the amendment shall remain in full force and effect.
18. 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 contract.
19. Counterparts. This Contract may be executed in any number of counterparts, and when each party has signed and delivered to the other at least one (1) such counterpart, each counterpart shall be deemed an original, and when taken together with other signed counterparts, shall constitute one (1) agreement; provided, however, this Contract shall not be binding upon the parties hereto until signed by all of the parties.
20. Binding Effect. This contract binds the parties and any successors and assigns of the parties.

21. Third Party Beneficiaries. Nothing in this contract, 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.
22. Identity Theft Prevention. Contractor, for itself, successors, assigns, and subcontractors agree to familiarize themselves with 16 CFR § 681, Identity Theft Rules and 24 Okla. Stat. § 161 et seq., the Security Breach Notification Act. Contractor agrees to meet or exceed the guidelines set out in those laws, including, but not limited to, its policies and procedures regarding training of personnel, use of any personal information obtained, and reporting of “Red Flag” events.
23. 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. Contractor agrees to verify and document the employment eligibility of all employees who may perform services pursuant to this Contract. Contractor also agrees to require all subcontractors who perform services under this Contract to verify and document the employment eligibility of all employees who may perform services pursuant to this Contract.
24. 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.
25. Bargaining. Both Parties have had the opportunity to seek independent legal counsel before entering into this Contract. The language of this Contract shall be construed simply, according to its fair meaning, and not strictly for or against either party.

IN WITNESS WHEREOF, the parties hereto have executed this contract the day and year last written below.

Date: _____

"CITY"
The City of Enid, Oklahoma,
an Oklahoma Municipal Corporation

William E. Shewey, Mayor

(SEAL)

ATTEST:

Linda Parks, City Clerk

Approved as to form and legality:

Andrea L. Chism, City Attorney

Date: _____

"CONTRACTOR"
Youth and Family Services of North Central
Oklahoma, Inc.,
an Oklahoma Non-Profit Corporation

Signature

Printed Name and Title

WITNESS:

Signature

Printed Name and Title

City Commission Meeting

8. 14.

Meeting Date: 07/19/2016

SUBJECT:

APPROVAL OF CLAIMS IN THE AMOUNT OF \$2,113,327.46.

Attachments

Claimslist

JP Morgan Claimslist

PURCHASE ORDER CLAIMS LIST

7/19/2016

FUND 10 DEPT 000 - N.A.

01-02082	AT&T MOBILITY	PO0135968	MONTHLY SERVICE 6/16	\$5,202.55
01-03030	OKLAHOMA UNIFORM BUILDING CODE	PO0135999	OUBCC FEES 6/16	\$940.00
01-03718	BUSINESS WORLD, INC.	PO0135954	MONTHLY SERVICE 6/16	\$134.16
01-04661	OKLAHOMA COPIER SOLUTIONS, LLC	PO0136142	MONTHLY SERVICE 6/16	\$801.68
01-04687	EARNHEART OIL, INC.	PO0136028	DIESEL/ST	\$11,883.68
01-05108	KIDD, MEREDITH	PO0136072	REIMB/ADOPTION FEES	\$130.00
01-15125	OK GAS & ELECTRIC	PO0135994	MONTHLY SERVICE 6/16	\$322.92
01-15125	OK GAS & ELECTRIC	PO0136024	MONTHLY SERVICE 6/16	\$2,305.59
01-15125	OK GAS & ELECTRIC	PO0136033	MONTHLY SERVICE 6/16	\$1,907.12
01-15125	OK GAS & ELECTRIC	PO0136034	MONTHLY SERVICE 6/16	\$24,606.38
01-15125	OK GAS & ELECTRIC	PO0136035	MONTHLY SERVICE 6/16	\$6,951.04
01-15125	OK GAS & ELECTRIC	PO0136143	MONTHLY SERVICE 6/16	\$61,017.06
01-15127	OK NATURAL GAS	PO0135998	MONTHLY SERVICE 6/16	\$488.42
01-19047	AT & T	PO0136122	MONTHLY SERVICE 7/16	\$1,652.07
01-50710	OK MUNICIPAL ASSURANCE GROUP	PO0136151	GENERAL/AUTO LIABILITY/PROPERTY INSURANCE	\$186,676.75
01-67250	FRIENDS OF THE LIBRARY	PO0135967	4TH QTR DISTRIBUTION 4/16-6/16	\$635.12
01-67400	WESTEL	PO0136125	MONTHLY SERVICE 6/16	\$470.03
			N.A. TOTAL	\$306,124.57

FUND 10 DEPT 100 - ADM. SERVICES

01-01338	J & P SUPPLY, INC.	PO0136021	TOWELS/RAGS	\$132.50
01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$39.83
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$497.50
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$109.62
01-04561	EVERGREEN PRESBYTERIAN MINISTRIES	PO0135951	JANITORIAL SERVICE 6/16	\$1,448.40
01-05097	CENTRAL NATIONAL BANK CENTER	PO0136047	VANCE RECEPTION TICKETS (26)	\$260.00
01-05109	GOLF CONVERGENCE, INC.	PO0136127	GOLF CONSULTANT	\$3,500.00
01-07085	GREATER ENID CHAMBER OF COMMERCE	PO0136014	ANNUAL SPONSORSHIP	\$1,600.00
01-16010	PIONEER TELEPHONE CO., INC.	PO0135989	MONTHLY SERVICE 7/16	\$30.90
01-16145	PETTY CASH	PO0136148	REIMB/MEAL (2)/J GILBERT	\$16.48
			ADM. SERVICES TOTAL	\$7,635.23

FUND 10 DEPT 110 - HUMAN RESOURCES

01-01472	STAPLES ADVANTAGE	PO0136040	POCKET FOLDERS	\$203.49
01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$471.75
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$295.50
01-02082	AT&T MOBILITY	PO0136073	MONTHLY DATA PLAN 6/16	\$15.75
01-04129	OK DEPT. OF CORRECTIONS	PO0136068	INMATE COSTS/DOC VAN USAGE 6/16	\$968.34
01-05097	CENTRAL NATIONAL BANK CENTER	PO0136131	SIP BANQUET	\$221.00
01-05106	WELLS, MICHAEL A.	PO0136070	TUITION ASSISTANCE	\$96.75
01-05134	ENID NEWS & EAGLE	PO0136076	ADVERTISING	\$362.00
01-32760	INTEGRIS BASS OCCUP. MEDICINE	PO0136069	DRUG SCREENING (2)	\$100.00
01-51430	ENID P T PROFESSIONALS	PO0136139	PHYSICALS (8)	\$1,200.00
			HUMAN RESOURCES TOTAL	\$3,934.58

FUND 10 DEPT 120 - LEGAL SVCS.

01-02425	MCGEE EYE INSTITUTE	PO0136064	WC/MEDICAL	\$74.25
01-03022	CULLIGAN OF ENID	PO0136053	WATER COOLER RENTAL 4/16-6/16	\$36.00
01-03921	EXPRESS SCRIPTS, INC.	PO0136108	WC/MEDICAL	\$284.04
01-03921	EXPRESS SCRIPTS, INC.	PO0136114	WC/MEDICAL	\$1,284.41
01-03921	EXPRESS SCRIPTS, INC.	PO0136060	WC/MEDICAL	\$678.61
01-03967	COLDIRON, JACK D	PO0136058	WC/MEDICAL	\$56.27
01-04255	CV CASE MANAGEMENT SERVICES, LLC.	PO0136056	WC/MEDICAL	\$712.74
01-04618	ARENS, EDWARD C/O BOETTCHER	PO0136065	WC/TRAVEL REIMB	\$371.56
01-19194	OK TAX COMMISSION	PO0135948	2ND QTR 2016 MITF ASSESSMENT	\$3,080.61
01-33380	OPFER, DAVID	PO0135929	WC/MEDICAL	\$317.36
01-33380	OPFER, DAVID	PO0135947	WC/MEDICAL	\$317.36
			LEGAL SVCS. TOTAL	\$7,213.21

FUND 10 DEPT 140 - SAFETY

01-01163	ADVANCED WATER SOLUTIONS	PO0136012		\$15.15
01-01227	AUTRY VO-TECH CENTER	PO0136000	SAFETY TRAINING 6/16	\$225.00
01-01586	DISH NETWORK	PO0135983	MONTHLY SERVICE 7/16	\$71.99
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$1,837.16
01-04082	THYSSENKRUPP ELEVATOR CORP	PO0136001	ELEVATOR MAINTENANCE	\$310.35
SAFETY TOTAL				\$2,459.65

FUND 10 DEPT 150 - PR/MARKETING

01-00488	KELEHER OUTDOOR ADVERTISING INC	PO0135867	VDA BILLBOARDS (5)	\$3,160.00
01-01163	ADVANCED WATER SOLUTIONS	PO0136012	WATER COOLER RENTAL 7/16	\$8.50
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$35.90
01-02855	FRIESEN DESIGN, INC.	PO0135985	PROFESSIONAL DESIGN SERVICE	\$480.00
01-04561	EVERGREEN PRESBYTERIAN MINISTRIES	PO0135951	JANITORIAL SERVICE 6/16	\$60.00
PR/MARKETING TOTAL				\$3,744.40

FUND 10 DEPT 200 - GENERAL GOVERNMENT

01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$69.70
01-02656	ROGGOW CONSULTING	PO0135964	CONSULTING SERVICE 7/16	\$4,000.00
01-05111	MARTIN, BRIDGETTE	PO0136156	REFUND/POOL RENTAL	\$135.00
01-05134	ENID NEWS & EAGLE	PO0136130	PUBLIC HEARING NOTICES	\$306.00
01-14018	NORTHERN OK DEVELOPEMENT AUTHORITY	PO0136010	ANNUAL NODA MEMBERSHIP DUES	\$3,500.00
01-15007	OK MUNICIPAL LEAGUE, INC.	PO0136011	2016-2017 ANNUAL SERVICE FEE	\$34,872.74
01-15007	OK MUNICIPAL LEAGUE, INC.	PO0136133	REGISTRATION/OML CONF/R JANZEN	\$275.00
01-16145	PETTY CASH	PO0136148	REIMB/TRAVEL/B SHEWEY	\$154.84
01-36830	MAIN STREET ENID, INC.	PO0135965	LOCAL PROGRAM FUNDING 7/16	\$6,250.00
01-39700	GARFIELD CO. LEGAL NEWS	PO0136123	PUBLICATION	\$2,192.00
01-42400	AT & T	PO0135995	MONTHLY SERVICE 7/16	\$483.39
GENERAL GOVERNMENT TOTAL				\$52,238.67

FUND 10 DEPT 210 - ACCOUNTING

01-01163	ADVANCED WATER SOLUTIONS	PO0136012	WATER COOLER RENTAL 7/16	\$58.20
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$68.36
01-02720	JOHN M ARLEDGE &N ASSOC, PC	PO0136009	REG GOVT SEMINAR (3)	\$240.00
ACCOUNTING TOTAL				\$366.56

FUND 10 DEPT 220 - RECORDS & RECEIPTS

01-03022	CULLIGAN OF ENID	PO0136053	WATER COOLER RENTAL 4/16-6/16	\$36.00
RECORDS & RECEIPTS TOTAL				\$36.00

FUND 10 DEPT 250 - INFORMATION TECHNOLOGY

01-01304	CK TELEPHONE & DATA SVC	PO0135933	SHORETEL RENEWAL 7/16-6/17	\$32,000.00
01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$502.47
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$99.99
01-02649	WEBQA, INC	PO0135934	SUBSCRIPTION RENEWAL 7/16-6/17	\$8,640.00
INFORMATION TECHNOLOGY TOTAL				\$41,242.46

FUND 10 DEPT 350 - CODE ENFORCEMENT

01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$215.49
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$13.73
01-04732	DEAL LAWN CARE	PO0136006	MOW/323 W ASH	\$60.00
01-04732	DEAL LAWN CARE	PO0136006	MOW/3000 W WILLOW	\$60.00
01-04732	DEAL LAWN CARE	PO0136006	MOW/619 N TYLER	\$60.00
01-04732	DEAL LAWN CARE	PO0136006	MOW/116 W GARRIOTT	\$60.00
01-04732	DEAL LAWN CARE	PO0135975	MOW/3601 W CHESTNUT	\$120.00
01-04732	DEAL LAWN CARE	PO0135975	MOW/313 W CHERRY	\$60.00
01-04732	DEAL LAWN CARE	PO0135975	MOW/VACANT LOT	\$120.00

01-04732	DEAL LAWN CARE	PO0136046	MOW/231 W ILLINOIS	\$60.00
01-04732	DEAL LAWN CARE	PO0136025	MOW/310 LAKEVIEW	\$60.00
01-04732	DEAL LAWN CARE	PO0136025	MOW/402 LAKEVIEW	\$60.00
01-04732	DEAL LAWN CARE	PO0136025	MOW/615 MOORE	\$60.00
01-05033	DREWKE & SON'S LAWN CARE	PO0135969	MOW/2318 HERITAGE TRAIL	\$60.00
01-05033	DREWKE & SON'S LAWN CARE	PO0136026	MOW/824 E GARRIOTT	\$60.00
01-05033	DREWKE & SON'S LAWN CARE	PO0136075	MOW/1214 W ELM	\$60.00
01-16145	PETTY CASH	PO0136109	REIMB/FILING FEES	\$260.00
01-16145	PETTY CASH	PO0136150	REIMB/FILING FEES	\$92.00
			CODE ENFORCEMENT TOTAL	\$1,541.22

FUND 10 DEPT 400 - ENGINEERING

01-01163	ADVANCED WATER SOLUTIONS	PO0136012	WATER COOLER RENTAL 7/16	\$56.80
01-02089	BENTLEY SYSTEMS, INC.	PO0135840	SOFTWARE RENEWAL	\$5,607.00
01-02116	MESHEK & ASSOCIATES, PLC	PO0132002	G-1601A PROFESSIONAL SERVICE	\$300.00
01-02116	MESHEK & ASSOCIATES, PLC	PO0130446	G-1601A GIS WEBVIEWER MAINT	\$1,887.50
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$97.28
01-04661	OKLAHOMA COPIER SOLUTIONS, LLC	PO0136142	MONTHLY SERVICE 6/16	\$64.40
01-05001	ARC DOCUMENT SOLUTIONS, LLC	PO0133954	G-1602A DOCUMENT SCANNING	\$1,089.18
01-16145	PETTY CASH	PO0136153	REIMB/STATE INSP LICENSE/D DORRELL	\$35.00
			ENGINEERING TOTAL	\$9,137.16

FUND 10 DEPT 700 - PUBLIC WORKS MGMT

01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$73.62
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$33.60
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$521.45
01-04561	EVERGREEN PRESBYTERIAN MINISTRIES	PO0135951	JANITORIAL SERVICE 6/16	\$1,448.40
01-04661	OKLAHOMA COPIER SOLUTIONS, LLC	PO0136142	MONTHLY SERVICE 6/16	\$13.86
			PUBLIC WORKS MGMT TOTAL	\$2,090.93

FUND 10 DEPT 710 - FLEET MAINTENANCE

01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$490.91
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$157.50
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$1,696.03
01-80246	ATWOODS	PO0135990	BOOTS/P PEREZ	\$109.99
			FLEET MAINTENANCE TOTAL	\$2,454.43

FUND 10 DEPT 730 - PARKS & RECREATION

01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$3,879.62
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$1,345.93
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$1,648.52
01-05034	PROTURF MANAGEMENT, LLC	PO0134573	HIGHWAY TREE MAINTENANCE 7/16	\$1,000.00
			PARKS & RECREATION TOTAL	\$7,874.07

FUND 10 DEPT 740 - STRMWTR & ROADWAY MAINT.

01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$753.80
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$9,716.51
01-05023	G&K SERVICES	PO0136002	UNIFORM RENTALS (13)	\$61.44
01-16145	PETTY CASH	PO0136071	REIMB/SAFETY SCHOOL/J HATFIELD	\$10.00
01-16145	PETTY CASH	PO0136149	REIMB/TRAVEL/J HATFIELD	\$84.28
			STRMWTR & ROADWAY MAINT. TOTAL	\$10,626.03

FUND 10 DEPT 750 - TECHNICAL SERVICES

01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$1,818.44
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$238.06
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$243.02
01-16145	PETTY CASH	PO0136152	REIMB/TRAVEL/K HEDGES	\$20.39
01-80246	ATWOODS	PO0135993	BOOTS/I PEREZ	\$109.99
TECHNICAL SERVICES TOTAL				\$2,429.90

FUND 10 DEPT 900 - LIBRARY

01-01163	ADVANCED WATER SOLUTIONS	PO0135992	WATER COOLER RENTAL 7/16	\$13.30
01-01768	AT&T INTERNET SERVICES, INC.	PO0136039	MONTHLY SERVICE 6/16	\$1,085.25
01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$4,606.18
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$90.71
01-01952	THE FRAMER	PO0136029	PROFESSIONAL SERVICE	\$1,185.07
01-03825	BIBLIONIX, LLC	PO0136031	ANNUAL INTERLIBRARY MGMT SYSTEM	\$4,678.20
01-04082	THYSSENKRUPP ELEVATOR CORP.	PO0136001	ELEVATOR MAINTENANCE	\$320.44
01-05097	CENTRAL NATIONAL BANK CENTER	PO0136032	SUMMER READING BANQUET	\$586.70
01-05098	TOMMY TERRIFIC'S WACKY MAGIC	PO0135928	SUMMER READING PERFORMANCE	\$350.00
01-05099	SUGAR FREE ALLSTARS, LLC	PO0135930	SUMMER READING PERFORMANCE	\$550.00
01-05105	RECORDED BOOKS, INC.	PO0136016	ONLINE CLASS	\$1,500.00
01-07015	GALE GROUP THE	PO0136044	BOOKS (25)	\$590.82
01-07015	GALE GROUP THE	PO0136052	BOOKS (10)	\$219.65
01-07015	GALE GROUP THE	PO0136030	ANNUAL ONLINE SUBSCRIPTION	\$7,027.65
01-15039	OK LIBRARY ASSOCIATION	PO0136007	ASSOCIATION DUES 7/16-6/17	\$145.00
01-16004	PDQ PRINTING	PO0136003	BUSINESS CARDS/K BOARDMAN	\$45.00
01-16010	PIONEER TELEPHONE CO., INC.	PO0135989	MONTHLY SERVICE 7/16	\$30.89
01-22006	VACUUM CENTER THE	PO0135997	VACUUM BAGS	\$45.98
01-57310	PURCHASE POWER	PO0135944	POSTAGE	\$3,000.00
01-65460	ACTSHON PEST CONTROL	PO0136048	PEST CONTROL 7/16	\$15.00
01-75380	BOOKPAGE	PO0135973	ANNUAL SUBSCRIPTION 6/16	\$315.00
01-80177	ALVARADO'S QUALITY MOWING	PO0135970	LAWN SERVICE 6/16	\$120.00
LIBRARY TOTAL				\$26,520.84

FUND 10 DEPT 950 - SALES TAX TRANS.

01-03060	CENTRAL NATIONAL BANK	PO0136038	EMA SALES TAX TRANSFER 7/16	\$709,220.36
01-19099	SECURITY NATIONAL BANK	PO0136042	SCHOOL SALES TAX TRANSFER 7/16	\$91,989.44
01-77520	BANK OF OKLAHOMA, NA	PO0136041	SCHOOL BOND TAX TRANSFER 7/16	\$85,315.65
SALES TAX TRANS. TOTAL				\$886,525.45

FUND 10 DEPT 955 - CAPITAL ASSETS & PROJECTS

01-02674	P & K EQUIPMENT, INC. STILLWATER	PO0135650	SALSCO ROLLER	\$5,500.00
01-04261	AMAX SIGN COMPANY, INC.	PO0135942	PLAQUES (36)/WALK OF FAME	\$15,344.04
CAPITAL ASSETS & PROJECTS TOTAL				\$20,844.04

FUND 14 DEPT 145 - HEALTH FUND

01-01506	IRON WORKS FITNESS & TANNING	PO0136074	WELLNESS DOLLARS	\$100.00
01-05103	SA BENEFIT SERVICES, LLC	PO0135946	STOP LOSS 7/16	\$19,094.27
01-70870	FOCUS INSTITUTE, INC.	PO0136117	EAP SERVICES 7/16	\$1,233.33
01-78180	BLUE CROSS BLUE SHIELD OK	PO0136140	DENTAL FEES 6/16	\$1,769.85
01-78180	BLUE CROSS BLUE SHIELD OK	PO0136140	DENTAL CLAIMS 6/16	\$18,430.20
01-78180	BLUE CROSS BLUE SHIELD OK	PO0136140	HEALTH ADMIN FEES 6/16	\$22,061.75
01-78180	BLUE CROSS BLUE SHIELD OK	PO0136140	HEALTH CLAIMS 6/16	\$236,181.92
HEALTH FUND TOTAL				\$298,871.32

FUND 20 DEPT 205 - AIRPORT

01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$689.80
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$512.80
01-02269	CEC CORPORATION	PO0134448	AIP0172016 APRON CONSTRUCTION	\$16,320.00
01-04532	STACEY L. ROBISON TRUST	PO0136008	ANNUAL SIGN LAND RENT	\$100.00

01-23062	WATER ONE, INC.	PO0136027	RO/WATER SOFTENER RENTAL 6/16	\$47.00
01-33220	ZALOUDEK, F. W.	PO0135988	V803 FUEL SYSTEM/AC REPAIR	\$910.11
01-42400	AT & T	PO0135995	MONTHLY SERVICE 7/16	\$259.38
01-50210	LOWE'S HOME CENTERS, INC.	PO0135991	GLOVES (200)/KEYS (10)/CLEANER	\$123.47
01-73500	RURAL COMMUNITY INSURANCE SERVICE	PO0136106	ANNUAL CROP INSURANCE	\$300.00
01-80343	FENTRESS OIL COMPANY, INC.	PO0135978	OIL/ST	\$243.60
01-80343	FENTRESS OIL COMPANY, INC.	PO0136051	OIL/ST	\$138.00
			AIRPORT TOTAL	\$19,644.16

FUND 22 DEPT 225 - GOLF

01-01338	J & P SUPPLY, INC.	PO0136134	CLEANER/AEROSOL	\$109.82
01-01476	NORTHERN SAFETY CO., INC.	PO0136050	EARPLUGS/SAFETY GLASSES/GLOVES	\$402.68
01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$264.24
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$299.53
01-02446	JOHN DEERE FINANCIAL	PO0136141	MOWER LEASE 6/16	\$622.37
01-02539	BWI COMPANIES, INC.	PO0136049	FUNGICIDE/HERBICIDE/GROWTH REGULATOR	\$2,185.54
01-02674	P & K EQUIPMENT, INC. STILLWATER	PO0135979	V3380 BELTS/BEARINGS/SEALS	\$315.43
01-03479	TRUE TURF	PO0135980	MOWER BLADES (12)/SCREWS	\$525.40
01-04173	DE LAGE PUBLIC FINANCE, LLC.	PO0136095	BLADE GRINDER	\$377.15
01-04561	EVERGREEN PRESBYTERIAN MINISTRIES	PO0135951	JANITORIAL SERVICE 6/16	\$653.82
01-04744	CHELSEA INFORMATION SYSTEMS, INC.	PO0135996	HOSTED RESERVATIONS 8/16	\$245.00
01-66210	YAMAHA MOTOR CORPORATION USA	PO0135931	GOLF CART LEASE 7/16	\$2,649.00
01-80215	PROFESSIONAL TURF PRODUCTS, INC.	PO0136036	IRRIGATION REPAIR	\$1,201.56
			GOLF TOTAL	\$9,851.54

FUND 31 DEPT 230 - UTILITY BILLING

01-00793	ONESOURCE MANAGED SERVICES	PO0135977	PRINTER MAINTENANCE 6/16	\$345.73
01-01163	ADVANCED WATER SOLUTIONS	PO0136012	WATER COOLER RENTAL 7/16	\$50.15
01-01178	ACCURATE, INC.	PO0135976	CLASS D WATER CLASS/K HACKETT	\$210.00
01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$66.78
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$112.00
01-03921	EXPRESS SCRIPTS, INC.	PO0136060	WC/MEDICAL	\$69.36
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$75.88
01-19165	STEVENS FORD, INC.	PO0136022	V373 A/C REPAIR	\$1,227.21
			UTILITY BILLING TOTAL	\$2,157.11

FUND 31 DEPT 760 - SOLID WASTE SERVICES

01-00103	WARREN CAT, INC.	PO0130310	FRONT LOADER LEASE 4/16	\$2,999.70
01-01163	ADVANCED WATER SOLUTIONS	PO0136012	WATER COOLER RENTAL 7/16	\$30.00
01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$253.25
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$734.35
01-02017	A. W. BRUEGGEMANN CO., INC.	PO0136018	ADAPTER/SOCKET	\$56.30
01-02082	AT&T MOBILITY	PO0136124	MONTHLY SERVICE 6/16	\$693.25
01-02243	BB MACHINE & SUPPLY, INC.	PO0135982	V252 BOLT HINGE FASTENER	\$174.54
01-03022	CULLIGAN OF ENID	PO0136103	WATER COOLER RENTAL 7/16	\$8.50
01-03022	CULLIGAN OF ENID	PO0136155	BOTTLED WATER	\$12.00
01-03107	CHEM-CAN SERVICES, INC.	PO0136132	PORTABLE TOILET RENTAL 7/16	\$175.00
01-03110	VERMEER GREAT PLAINS	PO0135912	CONVEYER BELT	\$1,972.00
01-03110	VERMEER GREAT PLAINS	PO0135801	SQUARE SCREEN	\$1,880.55
01-03110	VERMEER GREAT PLAINS	PO0136128	NUTS (20)/BOLTS (20)	\$122.92
01-03312	CAROLINA SOFTWARE, INC.	PO0136004	SOFTWARE SUPPORT 7/16-9/16	\$900.00
01-03921	EXPRESS SCRIPTS, INC.	PO0136060	WC/MEDICAL	\$647.57
01-04038	OK DEPT OF ENVIRONMENTAL QUALITY	PO0136037	STATE DISPOSAL FEE 4/16-6/16	\$29,818.00
01-04038	OK DEPT OF ENVIRONMENTAL QUALITY	PO0136097	AIR QUALITY OPERATING FEE 2016	\$243.63
01-04060	SCS AQUATERRA	PO0135952	SAMPLE ANALYSIS	\$1,572.00
01-04157	CONSOLIDATED ELECTRICAL DISTRIBUTO	PO0136136	POLE/LIGHTS	\$2,100.00
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$32,088.43
01-04328	INTEGRIS MEDICAL GROUP	PO0136062	WC/MEDICAL	\$79.86
01-04962	COMMUNITY NATIONAL BANK OF OKARCHE	PO0135960	COMPACTOR LEASE 7/16	\$7,906.67
01-04962	COMMUNITY NATIONAL BANK OF OKARCHE	PO0135959	DOZER LEASE 7/16	\$6,508.65
01-05023	G&K SERVICES	PO0136002	UNIFORM RENTALS (17)	\$154.05
01-05023	G&K SERVICES	PO0136100	UNIFORM RENTALS (29)	\$154.31
01-07102	GARFIELD R W D #5	PO0135984	MONTHLY SERVICE 6/16	\$54.19
			SOLID WASTE SERVICES TOTAL	\$91,339.72

FUND 31 DEPT 785 - PUBLIC UTILITIES MGMT

01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$49.00
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$37.00
01-02082	AT&T MOBILITY	PO0136129	MONTHLY DATA PLAN 6/16	\$61.52
01-03512	PACE ANALYTICAL SERVICES, INC.	PO0136154	SAMPLE ANALYSIS	\$325.00
PUBLIC UTILITIES MGMT TOTAL				\$472.52

FUND 31 DEPT 790 - WATER PRODUCTION

01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$31.96
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$692.57
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$1,100.30
01-05023	G&K SERVICES	PO0136002	UNIFORM RENTALS (10)	\$46.69
01-16010	PIONEER TELEPHONE CO., INC.	PO0135989	MONTHLY SERVICE 7/16	\$182.92
WATER PRODUCTION TOTAL				\$2,054.44

FUND 31 DEPT 795 - WATER RECLAMATION SERVICES

01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$1,544.13
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$13,117.64
01-05023	G&K SERVICES	PO0136002	UNIFORM RENTALS (14)	\$60.96
01-13089	MERRIFIELD OFFICE SUPPLY	PO0136019	INK CARTRIDGE (2)	\$96.06
WATER RECLAMATION SERVICES TOTAL				\$14,818.79

FUND 31 DEPT 799 - WASTEWATER PLANT MGMT

01-00103	WARREN CAT, INC.	PO0136020	OIL/PUMP/TUBE	\$126.05
01-01178	ACCURATE, INC.	PO0135987	SAMPLE ANALYSIS	\$520.00
01-01178	ACCURATE, INC.	PO0136017	SAMPLE ANALYSIS	\$85.00
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$70.01
01-04561	EVERGREEN PRESBYTERIAN MINISTRIES	PO0135951	JANITORIAL SERVICE 6/16	\$622.44
WASTEWATER PLANT MGMT TOTAL				\$1,423.50

FUND 32 DEPT 325 - E.E.D.A.

01-02687	RETAIL ATTRACTIONS, LLC	PO0136054	CONSULTING SERVICE 7/16	\$6,000.00
01-04542	NW WATER ACTION PLAN	PO0136015	NW WATER ACTION PLAN	\$10,000.00
E.E.D.A. TOTAL				\$16,000.00

FUND 33 DEPT 335 - V.D.A.

01-00223	COOPER, MICHAEL G.	PO0136121	REIMB/AIR SPACE CYBER CONFERENCE	\$295.00
01-00223	COOPER, MICHAEL G.	PO0136144	REIMB/PHONE SERVICE 5/16	\$91.49
01-01227	AUTRY VO-TECH CENTER	PO0135986	TUITION ASSISTANCE	\$300.00
V.D.A. TOTAL				\$686.49

FUND 40 DEPT 405 - CAPITAL IMPROVEMENT

01-02482	TETRA TECH, INC.	PO0123490	R-1311A INTERSECTION DESIGN	\$870.86
01-46530	OK DEPT OF ENVIRONMENTAL QUALITY	PO0135950	W-1406B PERMIT FEE (2)	\$1,336.20
CAPITAL IMPROVEMENT TOTAL				\$2,207.06

FUND 43 DEPT 435 - STORMWATER FUND

01-03615	PARATHON CONSTRUCTION, LLC.	PO0135961	F-1610 DRAINAGE IMPROVEMENT	\$825.00
01-03615	PARATHON CONSTRUCTION, LLC.	PO0133895	F-1610 DRAINAGE IMPROVEMENT	\$6,047.16
STORMWATER FUND TOTAL				\$6,872.16

FUND 44 DEPT 445 - WATER CAP. IMPROVEMENT FUND

01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$368.00
01-02624	LAYNE CHRISTENSEN COMPANY	PO0128860	W-1512 2015 WELL FIELD IMPROVEMENTS	\$154,756.42
WATER CAP. IMPROVEMENT FUND TOTAL				\$155,124.42

FUND 50 DEPT 505 - 911

01-03862	DSS CORPORATION	PO0135935	MAINTENANCE AGREEMENT 7/16-6/17	\$12,968.25
01-42400	AT & T	PO0136119	MONTHLY SERVICE 7/16	\$1,788.96
01-66190	AT&T	PO0136115	MONTHLY SERVICE 7/16	\$10,565.93
911 TOTAL				\$25,323.14

FUND 51 DEPT 515 - POLICE

01-00612	PHYSICIANS GROUP, LLC	PO0136066	WC/MEDICAL/J WILSON	\$131.83
01-01367	ONELINK WIRELESS	PO0136099	RADIO REPAIR	\$162.00
01-01371	STANARD & ASSOC.	PO0136078	STUDY GUIDES (10)	\$115.00
01-01472	STAPLES ADVANTAGE	PO0136040	FILE FOLDERS/COPY PAPER/DVDS	\$249.40
01-01780	B & B LAWN CARE	PO0136105	LAWN SERVICE 6/16	\$400.00
01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$93.57
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$687.70
01-01988	BOARD OF TESTS FOR ALCOHOL/DRUG IN	PO0136107	BREATHALYZER TESTS (60)	\$770.00
01-02082	AT&T MOBILITY	PO0136138	MONTHLY SERVICE 6/16	\$2,922.41
01-03370	KRONOS INCORPORATED	PO0136118	ANNUAL RENEWAL 7/16-6/17	\$6,416.99
01-03453	SALTUS TECHNOLOGIES, LLC	PO0136157	SOFTWARE MAINTENANCE 7/16-6/17	\$1,350.00
01-03569	GRIMSLEY'S, INC.	PO0136087	TISSUE/LINERS/CLEANER/TOWELS	\$472.03
01-03921	EXPRESS SCRIPTS, INC.	PO0136060	WC/MEDICAL/J ALLISON	\$64.99
01-03921	EXPRESS SCRIPTS, INC.	PO0136060	WC/MEDICAL/A MORRIS	\$20.70
01-04157	CONSOLIDATED ELECTRICAL DISTRIBUTO	PO0136102	WIRE/PLUGS	\$174.46
01-04164	OK DEPT. OF PUBLIC SAFETY	PO0136080	OLETS USERS FEE 7/16	\$350.00
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$2,897.07
01-04563	XPRESS WELLNESS, LLC	PO0136067	WC/MEDICAL/A MORRIS	\$141.76
01-04916	RF RESULTS, LLC	PO0136081	TOWER INSPECTION/REPAIR	\$270.64
01-04959	WILSON, JASON D	PO0136063	WC/TRAVEL REIMB	\$77.98
01-05104	TRIANGLE INSURANCE COMPANY, INC	PO0135949	OFFICE RENT 7/16-6/17	\$8,400.00
01-05110	ENID NOON AMBUCS	PO0136077	3RD QTR DUES (2)	\$401.10
01-13016	MANN'S RENTAL	PO0136086	FLOAT/BROOM	\$12.50
01-13089	MERRIFIELD OFFICE SUPPLY	PO0136096	LEDGER/SHEETS	\$55.48
01-16004	PDQ PRINTING	PO0136101	ANIMAL SHELTER FORMS/ENVELOPES	\$292.00
01-18022	RUSCO PLASTICS	PO0136098	BADGES (4)/TAGS (4)	\$32.00
01-30830	LOCKE SUPPLY, INC.	PO0136090	CAPACITOR	\$13.62
01-50210	LOWE'S HOME CENTERS, INC.	PO0136084	RAGS/MULCH/TRIMMER LINE	\$254.28
01-51430	ENID P T PROFESSIONALS	PO0136059	WC/MEDICAL/J ALLISON	\$385.13
01-51430	ENID P T PROFESSIONALS	PO0136059	WC/MEDICAL/A MORRIS	\$496.24
01-78470	OK SPINE HOSPITAL	PO0136135	WC/MEDICAL/J ALLISON	\$2,384.10
01-79290	SIGN SHACK THE	PO0136079	V2040/V2042/V2076 DECALS	\$560.00
POLICE TOTAL				\$31,054.98

FUND 52 DEPT 525 - C.I.C.

01-02082	AT&T MOBILITY	PO0136138	MONTHLY SERVICE 6/16	\$178.78
C.I.C. TOTAL				\$178.78

FUND 60 DEPT 605 - E.E.C.C.H

01-03438	ENID CONVENTION & VISITORS BUREAU	PO0136013	1ST QUARTER FUNDING	\$133,247.02
01-15125	OK GAS & ELECTRIC	PO0136023	MONTHLY SERVICE 6/16	\$20,924.49
E.E.C.C.H. TOTAL				\$154,171.51

FUND 65 DEPT 655 - FIRE

01-00612	PHYSICIANS GROUP, LLC	PO0136066	WC/MEDICAL/A WALL	\$131.83
01-01338	J & P SUPPLY, INC.	PO0136085	CLEANER/LINERS/TOWELS/TISSUE	\$477.95
01-01476	NORTHERN SAFETY CO., INC.	PO0136120	BATTERY ASSEMBLY	\$73.30

01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$1,339.15
01-01783	JP MORGAN CHASE	PO0136137	CHASE PAYMENT	\$1,478.48
01-02082	AT&T MOBILITY	PO0136110	MONTHLY DATA PLAN 6/16	\$61.52
01-03545	OK STATE DEPT OF HEALTH	PO0136082	EMT LICENSE RENEWALS (4)	\$340.00
01-03921	EXPRESS SCRIPTS, INC.	PO0136060	WC/MEDICAL/S BARTLEY	\$68.95
01-04030	WELDON PARTS, INC.	PO0136091	V1040 TORQUE CLAMP/LIGHT BULBS	\$104.92
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$7.99
01-04926	HAMPEL OIL DISTRIBUTORS, INC.	PO0136113	OIL	\$599.00
01-13089	MERRIFIELD OFFICE SUPPLY	PO0136089	INK CARTRIDGE	\$70.37
01-15132	O'REILLY AUTO PARTS, INC.	PO0136093	RING TERMINALS/HOSE CLAMPS	\$50.26
01-16145	PETTY CASH	PO0136152	REIMB/TRAVEL/W BURKHART	\$65.86
01-16145	PETTY CASH	PO0136153	REIMB/ONLINE SOFTWARE	\$25.00
01-30830	LOCKE SUPPLY, INC.	PO0136088	RECEPTACLES/BULBS (15)	\$121.28
01-49880	DELL MARKETING, LP	PO0136043	COMPUTER CONFIGURATION	\$143.49
01-51430	ENID P T PROFESSIONALS	PO0136059	WC/MEDICAL/A WALL	\$224.48
01-58660	FERRARA FIREFIGHTING EQUIPMENT	PO0136111	BOOTS	\$266.35
01-78060	KNOX COMPANY	PO0136116	KNOX BOX REKEY	\$195.00
01-79980	PIONEER BUSINESS SOLUTION	PO0136083	HAZMAT WIFI 7/16	\$32.88
01-80473	ACE HARDWARE-SOUTHERN HARDLINES	PO0136092	CONNECTORS/PLUG/FITTINGS	\$8.62
FIRE TOTAL				\$5,886.68

FUND 82 DEPT 000 - CLEET

01-02587	OK BUREAU OF NARCOTICS	PO0136147	MONTHLY REIMB 6/16	\$5.00
01-03274	CLEET	PO0136145	MONTHLY REIMB 6/16	\$4,054.59
01-55470	OK STATE BUREAU INVESTIGATION	PO0136146	MONTHLY REIMB AFIS 6/16	\$2,217.92
01-55470	OK STATE BUREAU INVESTIGATION	PO0136146	MONTHLY REIMB FORENSIC 6/16	\$2,138.31
CLEET TOTAL				\$8,415.82

FUND 99 DEPT 995 - EPTA

01-01783	JP MORGAN CHASE	PO0136055	CHASE PAYMENT	\$844.30
01-04319	NAPA AUTO PARTS-WAREHOUSE	PO0136045	WAREHOUSE PARTS 6/16	\$206.77
01-04661	OKLAHOMA COPIER SOLUTIONS, LLC	PO0136142	MONTHLY SERVICE 6/16	\$65.68
01-05049	DAVID C OSBORNE	PO0136057	WC/MEDICAL	\$462.24
01-32760	INTEGRIS BASS OCCUP. MEDICINE	PO0136069	DOT PHYSICAL	\$90.00
01-47300	OK TURNPIKE AUTHORITY	PO0135957	TOLL	\$1.30
01-50710	OK MUNICIPAL ASSURANCE GROUP	PO0136112	GENERAL/AUTO LIABILITY INSURANCE	\$6,451.50
01-51430	ENID P T PROFESSIONALS	PO0136059	WC/MEDICAL	\$690.59
01-51430	ENID P T PROFESSIONALS	PO0136061	WC/MEDICAL	\$112.24
EPTA TOTAL				\$8,924.62

COMBINED BREAKDOWN OF TOTALS

EMA	\$112,266.08
EEDA	\$16,000.00
EPTA	\$8,924.62
REMAINING FUND	\$2,113,327.46
TOTAL CLAIMS	\$2,250,518.16

PURCHASING CARD CLAIMS LIST

7-19-16

FUND 10 DEPT 100 - ADMINISTRATIVE SERVICES

2000 CED	PO0136137	RETRO LIGHT	85.00
LOWES #00205*	PO0136055	DUSTER/SURGE PROTECTOR	39.83
STUART C IRBY	PO0136137	LED LIGHTS	412.50
ADMINISTRATIVE SERVICES TOTAL			537.33

FUND 10 DEPT 110 - HUMAN RESOURCES

AMAZON MKTPLACE PMTS	PO0136137	FILE ORGANIZER/CLIPBOARD/PUMP	154.89
AMAZON.COM	PO0136137	HANGING FOLDERS/TAB DIVIDERS/INDEX TABS	140.61
PREHIRE SCREENING SERVICE	PO0136055	BACKGROUND SCREENS (13)	471.75
HUMAN RESOURCES TOTAL			767.25

FUND 10 DEPT 140 - SAFETY

1040 M&S ATLANTA CNN	PO0136137	MEAL/SAFETY 2016 CONF/B MCBRIDE	50.38
ABM PARKING OKLAHOMA	PO0136055	PARKING/SAFETY 2016 CONF/B MCBRIDE	28.00
AQUA EXPRESS NORTH	PO0136137	V635 CARWASH	9.00
CRACKER BARREL #149 DE	PO0136137	MEAL/OSHA TRAINING/L ANGUIANO	12.54
GUTHRIE TRAVEL PLAZA	PO0136055	FUEL/SAFETY 2016 CONF/B MCBRIDE	46.70
HOLIDAY INN EXPRESS AN	PO0136137	LODGING/OSHA TRAINING/L ANGUIANO	732.37
KINNUNEN SALES & RENT	PO0136137	SAFETY VEST/SAFETY GLASSES/FIRST AID KIT	154.09
OMNI ATLANTA CNN	PO0136137	LODGING/SAFETY 2016 CONF/B MCBRIDE	633.24
PRIME MERIDIAN RESTRAU	PO0136137	MEAL (4)/SAFETY 2016 CONF/B MCBRIDE	124.71
SHELL OIL 57445460702	PO0136137	V635 FUEL/OSHA TRAINING/L ANGUIANO	46.13
SAFETY TOTAL			1,837.16

FUND 10 DEPT 150 - PR/MARKETING

HOBBY-LOBBY #0008	PO0136137	OFFICE SUPPLIES	8.13
NAPOLIS ITALIAN RESTAURANT	PO0136137	MEAL (2)/DEPT MEETING	27.77
PR/MARKETING TOTAL			35.90

FUND 10 DEPT 200 - GENERAL GOVERNMENT

JUMBO FOODS	PO0136137	BOTTLED WATER/SODA/COFFEE	69.70
GENERAL GOVERNMENT TOTAL			69.70

FUND 10 DEPT 210 - ACCOUNTING

BLAZE'S BBQ	PO0136137	MEAL (7)/EMPLOYEE APPRECIATION	68.36
ACCOUNTING TOTAL			68.36

FUND 10 DEPT 250 - INFORMATION TECHNOLOGY

LIVEPERSON, INC	PO0136055	ON-LINE CHAT/COE WEB SITE	159.00
TAPEANDMEDIA.COM	PO0136055	BACKUP TAPES	343.47
WWW.NEWEGG.COM	PO0136137	CORDLESS IMPACT DRILL	99.99
INFORMATION TECHNOLOGY TOTAL			602.46

FUND 10 DEPT 350 - CODE ENFORCEMENT

INT'L CODE COUNCIL INC	PO0136137	2015 PROPERTY MAINTENANCE BOOKS	101.00
NFPA NATL FIRE PROTECT	PO0136055	(CREDIT) HANDBOOK RETURNED	(85.50)
STAPLES DIRECT	PO0136137	CHAIR	199.99
CODE ENFORCEMENT TOTAL			215.49

PURCHASING CARD CLAIMS LIST

7-19-16

FUND 10 DEPT 700 - PUBLIC WORKS MGMT

BRADFORD INDUSTRIAL	PO0136137	FILTERS	33.60
KINNUNEN SALES & RENT	PO0136055	RUBBER GLOVES	73.62
PUBLIC WORKS MGMT TOTAL			107.22

FUND 10 DEPT 710 - FLEET MGMT

ALBRIGHT STEEL WIRE	PO0136055	CHANNEL	47.95
ENID IRON & METAL CO	PO0136055	STEEL PIPE	426.30
G&K SERVICES AR	PO0136137	UNIFORMS	25.50
MUNN SUPPLY	PO0136055	PIPE	16.66
NAPA TRACS	PO0136137	ONLINE VEHICLE INFO 7/16	132.00
FLEET MGMT TOTAL			648.41

FUND 10 DEPT 730 - PARKS & RECREATION

1000BULBS.COM	PO0136055	LIGHT CONTROLLER/FERRIS WHEEL	69.49
2000 CED	PO0136055	LIGHTS	619.83
AMAZON MKTPLACE PMTS	PO0136055	WEED EATER TUNE UP KITS/HATS (10)	127.23
AMAZON MKTPLACE PMTS	PO0136055	V521 WEED EATER BRACKET	367.33
AMAZON.COM	PO0136055	SAFE/TAGS/WEEDEATER BRACKETS (3)	328.50
BB MACHINE & SUPPLY INC	PO0136055	BELTS/FERRIS WHEEL	72.39
CINCO DE MAYO MEXICAN	PO0136055	MEAL (4)/EMPLOYEE APPRECIATION	68.26
CVS/PHARMACY #10102	PO0136137	BATTERIES	15.49
DOLLAR TREE	PO0136137	MEAL/EMPLOYEE APPRECIATION	2.00
FASTENAL COMPANY01	PO0136055	GATORADE/ANCHORS	247.97
JUMBO FOODS	PO0136137	MEAL/EMPLOYEE APPRECIATION	74.85
JUMBO FOODS	PO0136055	RICE/ZIP LOCK BAGS	4.28
KINNUNEN SALES & RENT	PO0136137	LEATHER WORK GLOVES	37.45
LOWES #00205*	PO0136055	FREEZER/SINK CABINET/HOSE	641.92
MAGNAMATIC	PO0136055	GRINDING WHEEL	40.85
OPE	PO0136137	V508 MOWER STARTER	149.95
SAMS INTERNET	PO0136055	POOL CONCESSIONS	236.30
SEARS HHO INC 1382	PO0136055	WORK BENCH STOOL	79.99
STAPLES 00106633	PO0136055	SAFE/BATTERIES/INK CARTRIDGE	412.82
STUART C IRBY	PO0136137	PUMP MOTOR	140.22
WAL-MART #0499	PO0136137	MEAL/EMPLOYEE APPRECIATION	33.76
WAL-MART #0499	PO0136137	POOL CONCESSIONS	1,389.03
WAL-MART #4390	PO0136137	MEAL/EMPLOYEE APPRECIATION	9.12
WM SUPERCENTER #499	PO0136055	REGISTER STAND/MOP CLEANER	56.52
PARKS & RECREATION TOTAL			5,225.55

FUND 10 DEPT 740 - STRMWTR & ROADWAY MAINT

ALBRIGHT STEEL WIRE	PO0136137	ROD	58.80
TEEX 979 458 6903	PO0136137	SAFETY SCHOOL/J HATFIELD	695.00
STRMWTR & ROADWAY MAINT TOTAL			753.80

FUND 10 DEPT 750 - TECHNICAL SERVICES

BRADFORD INDUSTRIAL	PO0136055	FILTERS/CLEANER	50.31
DEPT OF ENV QUALITY	PO0136055	DEQ CERTIFICATION/L LARUE	46.00
ENID IRON & METAL CO	PO0136137	ANGLE/FLAT IRON	57.73
EREPLACEMENTPARTS.COM	PO0136055	REPLACEMENT BLADE/AUGER	54.68
FASTENAL COMPANY01	PO0136137	BOLTS/WASHERS	25.71

PURCHASING CARD CLAIMS LIST

7-19-16

HUGHES LUMBER COMPANY	PO0136137	CONCRETE	12.24
KINNUNEN SALES & RENT	PO0136055	CONCRETE BLADE/PAINT	334.74
LAMPTON WELDING SUPPLY	PO0136055	WELDING SUPPLIES	136.35
LOCKE SUPPLY WHC ENID	PO0136055	FILTERS	82.29
LOWES #00205*	PO0136137	CHISELS/HONING STONE/BATTERIES	144.11
OREILLY AUTO 00001743	PO0136137	(CREDIT) REFUND PURCHASE	(14.54)
PMSI-EDMUND	PO0136055	WHITE TRAFFIC PAINT (10)	950.00
STABLES CAFE	PO0136055	MEAL (3)/PICK UP PAINT SUPPLIES	32.80
STUART C IRBY	PO0136137	ELECTRICAL TAPE	86.30
ALBRIGHT STEEL WIRE	PO0136055	P-1503A FLAT IRON	31.78
M&M SUPPLY CO.	PO0136055	P-1503A WELDING SUPPLIES	26.00
TECHNICAL SERVICES TOTAL			2,056.50

FUND 10 DEPT 900 - LIBRARY

AMAZON MKTPLACE PMTS	PO0136055	STICKY NOTES/DESK ORGANIZER/LINERS	189.16
AMAZON.COM	PO0136055	MONITOR PRIVACY FILTERS/BOOKS (4)	439.51
AMERLIBASSOC-BRIGHTKEY	PO0136055	REFERENCE COURSE (2)/ONLINE CLASSES	525.00
BAKER & TAYLOR - BOOKS	PO0136055	BOOKS (114)	1,947.55
CENTER POINT LARGE PRINT	PO0136055	BOOKS (44)	957.48
COURSERA	PO0136055	COPYRIGHT COURSE	98.00
DNH*GODADDY.COM	PO0136055	DOMAIN NAMES (2)	33.34
HOBBY-LOBBY #0008	PO0136055	SUMMER READING PROGRAM SUPPLIES	148.86
LOWES #00205*	PO0136055	CEILING FAN	59.10
MAGICMURALS.COM	PO0136055	SUMMER READING PROGRAM SUPPLIES	60.00
OKLA 00 OF 00	PO0136055	OLA REGISTRATION/KAREN	81.00
RADIOSHACK COR00166611	PO0136055	BATTERY	8.99
STUART C IRBY	PO0136137	LIBRARY OUTSIDE LIGHTS	76.80
WALGREENS #5531	PO0136055	SUMMER READING PROGRAM SUPPLIES	5.59
WAL-MART #0499	PO0136137	SUMMER READING PROGRAM SUPPLIES	66.51
LIBRARY TOTAL			4,696.89

FUND 20 DEPT 205 - AIRPORT

2000 CED	PO0136137	RETRO LIGHTS (2)	170.00
AMAZON.COM	PO0136055	SLIDE LOCK	6.97
ATWOOD 01 ENID	PO0136055	HERBICIDE/DYE	139.97
BRADFORD INDUSTRIAL	PO0136137	A/C PARTS	111.46
ENID WINNELSON CO	PO0136137	VALVE/WATER HEATER	24.50
IN *ROCKY HUDSON	PO0136055	V829 WINDOW TINT	500.00
JUMBO II LLC	PO0136137	PILOT SNACKS	36.67
LOCKE SUPPLY - ENID	PO0136137	HYDRANTS (2)	170.17
OREILLY AUTO 00001883	PO0136055	SPARK PLUGS/FUEL STABILIZER	42.86
AIRPORT TOTAL			1,202.60

FUND 22 DEPT 225 - GOLF

AMAZON.COM	PO0136055	SAFETY BOOTS/M LEAGUE	104.96
ATWOOD 01 ENID	PO0136137	PUMP/WASHERS	46.37
AUTOPAY/DISH NTWK	PO0136137	MONTHLY SERVICE 6/16	238.00
JACKS SMALL ENGINES	PO0136055	CARBURETOR	79.33
SUDDENLINK-NAT'L SITE	PO0136055	MONTHLY INTERNET SERVICE 7/16	79.95
WAKO INC	PO0136137	SPRAYER WAND	15.16
GOLF TOTAL			563.77

PURCHASING CARD CLAIMS LIST

7-19-16

FUND 31 DEPT 230 - UTILITY SERVICES

THE UPS STORE 5063	PO0136137	SHIPPING FEES	112.00
WAL-MART #4390	PO0136055	GATORADE/COFFEE	66.78
UTILITY SERVICES TOTAL			178.78

FUND 31 DEPT 760 - SOLID WASTE

BB MACHINE & SUPPLY INC	PO0136137	V252 FASTENER	150.85
G&K SERVICES AR	PO0136137	UNIFORMS	416.34
JUMBO FOODS	PO0136137	BOTTLED WATER	167.16
LAMPTON WELDING SUPPLY	PO0136055	BLADE/WELDING ROD/SANDING DISC	171.18
MUNN SUPPLY	PO0136055	OXYGEN/ACETYLENE	61.07
WM SUPERCENTER #4390	PO0136055	BOTTLED WATER	21.00
SOLID WASTE TOTAL			987.60

FUND 31 DEPT 785 - PUBLIC UTILITIES MGMT

ADVANCED WATER SOLUTIONS	PO0136055	WATER SOFTENER RENTAL 7/16	49.00
PANEVINO	PO0136137	MEAL (3)/EMPLOYEE APPRECIATION	37.00
PUBLIC UTILITIES MGMT TOTAL			86.00

FUND 31 DEPT 790 - WATER PRODUCTION

2000 CED	PO0136137	FLOW METER CABLE	360.00
ELLIOTT ELECTRIC SUPPLY	PO0136137	FLOW METER HARDWARE	5.31
G&K SERVICES AR	PO0136137	UNIFORMS	231.80
STUART C IRBY	PO0136137	FLOW METER ELECTRICAL SUPPLIES	111.48
WATER PRODUCTION TOTAL			708.59

FUND 31 DEPT 795 - WATER RECLAMATION SVS

DEPT OF ENV QUALITY	PO0136055	LICENSE RENEWALS	1,388.00
ENID WINNELSON CO	PO0136055	FITTINGS	56.64
KINNUNEN SALES & RENTAL	PO0136137	HOSE ADAPTER	15.94
WAKO INC	PO0136055	PUMP	99.49
WATER RECLAMATION SVS TOTAL			1,560.07

FUND 44 DEPT 445 - WATER CAPITAL REPLACEMENT

DEPT OF ENV QUALITY	PO0136137	W-1703A ODEQ CONSTRUCTION PERMIT FEE	368.00
WATER CAPITAL REPLACEMENT TOTAL			368.00

FUND 51 DEPT 515 - POLICE

APPLEBEES NEIG98299993	PO0136137	MEAL (3)/CLEET TRAINING	49.03
BRAUMS #196	PO0136137	MEAL (3)/CLEET TRAINING	23.16
FORESTRY SUPPLIERS	PO0136137	CHALK/PARKING COMPLIANCE	37.06
LOVE S COUNTRY00000521	PO0136137	V2185 FUEL/CLEET TRAINING	52.11
RIB CRIB 58	PO0136055	MEAL (3)/CLEET TRAINING	37.30
SAN REMOS PIZZARIA	PO0136137	MEAL (3)/CLEET TRAINING	30.00
SHELL OIL 57445460306	PO0136055	V2049 FUEL/CLEET TRAINING	25.00
TIRES PLUS 517917	PO0136137	V2019 ALIGNMENT	124.99
USPS 39282704133607748	PO0136055	SHIPPING FEES	3.02
WM SUPERCENTER #499	PO0136137	DOG FOOD	399.60
POLICE TOTAL			781.27

PURCHASING CARD CLAIMS LIST

7-19-16

FUND 65 DEPT 655 - FIRE

ABM PARKING OKLAHOMA	PO0136055	AIRPORT PARKING/S.HENDERSON/TNT SCHOOL	21.00
AMAZON MKTPLACE PMTS	PO0136137	WOUND DRESSING/SHEAR/GLOVES/TAPE	265.28
AT&T DATA	PO0136137	IPAD DATA PLAN 7/16	25.00
ATWOOD 01 ENID	PO0136055	HOSE LEADER/AIR CHUCK	16.98
CHIEF SUPPLY	PO0136137	HONOR GUARD BADGE/J RIDGE	76.45
D USINGERS PS 20600102	PO0136055	MEAL/TNT SCHOOL/S HENDERSON	16.19
ENTERPRISE RENT-A-CAR	PO0136137	RENTAL CAR/TNT SCHOOL/S HENDERSON	113.07
FELD FIRE	PO0136055	GLOVES (9)	577.54
JUMBO FOODS	PO0136137	BOTTLED WATER	48.52
KWIK TRIP 44600004465	PO0136055	FUEL/RENTAL CAR	21.52
LYNDA.COM, INC.	PO0136137	ONLINE TRAINING SUBSCRIPTION 7/16-6/17	375.00
MSC	PO0136055	LOOM BOX	74.85
NATIONAL REGISTRY EMT	PO0136137	EMT TEST/C SPURLOCK	70.00
OKLAHOMA CITY 0211C	PO0136137	MEAL/TNT CLASS/S HENDERSON	9.17
OLYMPIA RST & CONF CTR	PO0136055	LODGING/TNT SCHOOL/S HENDERSON	226.44
OREILLY AUTO 00001883	PO0136055	CHAMOIS (2)	43.98
PARADIES #9059 MKE	PO0136055	MEAL/TNT SCHOOL	9.88
RENAISSANCE WATERFORD	PO0136137	LODGING/HAZMAT TRAINING	215.23
SCHIEBERS DONUTS & DELI	PO0136055	MEAL/DEPT MEETING	17.10
SOUTHERN UNIFORM	PO0136137	BADGE (4)	299.13
STAPLES 00106633	PO0136055	INK CARTRIDGE	55.99
T&W TIRE ENID	PO0136137	V1015 FLAT TIRE REPAIR	17.00
UNITED LINEN	PO0136055	SHOP TOWELS	70.58
US STAR #1	PO0136137	V1005 FUEL	50.43
ZORO TOOLS INC	PO0136137	RESPIRATOR EYEGLASS KIT/MASK	101.30
JACKSONS CHRYSLER DODGE	PO0136055	V8575 RAMP REPAIR/SEATS	280.30
SMOKIN OKIE DIESEL	PO0136055	V8559 ELECTRIC/RAMP REPAIR	501.86
WM SUPERCENTER #499	PO0136055	OIL/PAPER TOWELS	62.14
		<u>FIRE TOTAL</u>	<u>3,661.93</u>

JP MORGANCHASE CLAIMS LIST TOTAL

\$ 27,720.63

City Commission Meeting

11. 1.

Meeting Date: 07/19/2016

Submitted By: Erin Crawford, Chief Financial Officer

SUBJECT:

CONSIDER A RESOLUTION INCREASING THE 2016-2017 FISCAL FINANCIAL PLAN FOR THE ENID MUNICIPAL AUTHORITY IN THE AMOUNT OF \$109,786.89 FOR PRIOR YEAR ENCUMBRANCES OUTSTANDING AS OF JUNE 30, 2016.

BACKGROUND:

This is a companion item to 7.2. The Enid Municipal Authority had \$109,786.89 encumbered as of June 30, 2016. The fiscal financial plan for Fiscal Year 2016-2017 does not include these encumbrances from the prior fiscal year. These encumbrances were accounted for in Fiscal Year 2015-2016 but were not completed by June 30, 2016. These prior year encumbrances will be paid from Fiscal Year 2016-2017 budget with funds available in the EMA fund balance.

RECOMMENDATION:

Approve resolution.

PRESENTER:

Erin Crawford, Chief Financial Officer.

Fiscal Impact

Budgeted Y/N: N

Amount: \$109,786.89

Funding Source:

Enid Municipal Authority.

Attachments

EMA Budget Amendment 17-001

RESOLUTION

A RESOLUTION INCREASING THE 2016-2017 FISCAL FINANCIAL PLAN FOR THE ENID MUNICIPAL AUTHORITY IN THE AMOUNT OF \$109,786.89 FOR PRIOR YEAR ENCUMBRANCES OUTSTANDING AS OF JUNE 30, 2016.

WHEREAS, the Enid Municipal Authority had \$109,786.89 in encumbered amounts as of June 30, 2016; and

WHEREAS, the fiscal financial plan for fiscal year 2016-2017 does not include these encumbrances from the prior fiscal year; and

WHEREAS, these prior year encumbrances must be paid from current fiscal year 2016-2017 funds;

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 FOR PRIOR YEAR 2015-2016 ENCUMBERED AMOUNTS IN THE FOLLOWING FUNDS AND DEPARTMENTS:

FUND 31 ENID MUNICIPAL AUTHORITY	\$109,786.89
Solid Waste Services	\$67,549.77
Wastewater Plant Management	\$23,697.12
EMA Capital Asset Replacement	\$18,540.00

TOTAL PRIOR YEAR ENCUMBRANCES 15-16 \$109,786.89

Adopted this 19th day of July 2016.

Chairman

(Seal)
ATTEST:

Secretary

City Commission Meeting

11. 2.

Meeting Date: 07/19/2016

Submitted By: Courtney O'Brien, Executive Assistance

SUBJECT:

AWARD THE PURCHASE OF THREE TRUCKS FOR THE PUBLIC UTILITIES DIVISION, IN THE AMOUNT OF \$99,189.00, FROM BOB HURLEY FORD, OKLAHOMA CITY, OKLAHOMA.

BACKGROUND:

Three work trucks in the Public Utilities Division were identified in the budget process as being in need of replacement. The trucks being replaced are ten or more years old and exceed 150,000 miles. The Oklahoma State Purchasing Contract SW035 with Bob Hurley Ford LLC, provided the following quotes:

F250 60" CA EXTENDED CAB & CHASSIS 4X4	\$29,415.00
F350 84" REGULAR CAB & CHASSIS 4X4 WITH UTILITY BED	\$37,993.00
F250 60" CA EXTENDED CAB & CHASSIS 4X4 WITH TOMMY LIFT	\$31,781.00
TOTAL	\$99,189.00

RECOMMENDATION:

Award purchase to Bob Hurley in the amount of \$99,189.00.

PRESENTER:

Louis Mintz, Public Works Director.

Fiscal Impact

Budgeted Y/N: Y

Amount: 99,189.00

Funding Source:

EMA Capital Replacement

Attachments

State Contract

Bob Hurley Quotes

Solicitation Detail

Please use the 'Notify Me' button to be automatically made aware of any amendments to this particular solicitation. If you would like to be electronically notified of future opportunities for this or other type commodities, you will need to register with Central Purchasing by clicking on 'Vendor Registration' link.

Agency: Central Purchasing Division **Contract Type:** Mandatory Statewide

Solicitation Number: SW035 **SW Number:** SW035 **Status:** Awarded **Closing Date Status:** Original

Description:

Passenger Vehicles and Light Duty Trucks
 Keywords: SW035 Ford, Dodge, Chevy, trucks, half tons, 1/2, three quarter ton, 3/4, one ton, 1, extended cab, crew cab, regular cabs, SUVs, midsize, extended length, cars, compact, full size, minivans, vans, cargo vans, police cars, police suv's hybrid, dual fuel, OEM, CNG, compressed natural gas, bi-fuel, dedicated, automobiles, autos, sport utility vehicles

Buyer:
 Joyce Leivas

Closing Date:
 08/04/2015

Award Date:
 09/09/2015

Contract Period Starting Date: 09/15/2015 **Contract Period Ending Date:** 09/14/2016

Agreement Period Starting Date: 09/15/2015 **Agreement Period Ending Date:** 09/14/2016

Pre-Bid Date: 07/10/2015 **Pre-Bid Mandatory?**
 Yes No

Pre-Bid Details:
 Questions regarding this Solicitation are to be submitted to Central Purchasing by 7/10/15. Questions are to be emailed to joyce.leivas@omes.ok.gov

Attachments:

Attachment Title	Attachment Type	File Type	Comments
SW035 Contract Front Pages Revised	Contract	pdf	Contract Front Pages including Vendor Information Sheets and Vendor Contracts
SW60035-Award-Summary-Revised #2	Contract	xls	Award Summary listing Awarded Models with Awarded Dealer Information and Base Prices. Updated 12/01/2015.
Awarded Vehicle Files Revised #2	Contract	zip	Awarded Vehicle Files arranged by Vehicle Type. This file contains the spec/pricing sheets for all awarded vehicles. Updated 12/01/2015.
SAI-Form 120A - Equipment Lease	Other	pdf	Attachment "B" - SAI Approved Equipment Lease Form, #120A
SAI-Form 120B - Equipment Lease-Purchase	Other	pdf	Attachment "C" - SAI Equipment Lease Purchase Form, 120B
FY16 Quarterly Usage Report Template	Other	xls	Quarterly Usage Report Template (for Dealers Only)
SW035-FY16-ADDENDUM-#1	Addendum	pdf	Addendum announcing changes to original awards.
SW035-FY16-ADDENDUM-#2	Addendum	pdf	Announces award of Ford Taurus and Ford PPV Interceptor.

Comments

Note to **STATE AGENCIES ONLY** - Section E.4 specifically states that State Agencies are not authorized to lease vehicles under this contract. For information regarding leasing vehicles, please contact OMES Fleet Management at 405-522-1204.



CONTRACT

State of Oklahoma

Dispatch via Print

Supplier 0000232739
 BOB HURLEY FORD
 745 W 51ST ST
 TULSA OK 74107-8353
 USA

Contract ID 000000000000000000004141		Page 1 of 5	
Contract Dates 09/15/2015 to 09/14/2016	Currency USD	Rate Type CRRNT	Rate Date PO Date
Description: From Req ID - 0900006016		Contract Maximum 0.00	

TYPE: STATEWIDE

Tax Exempt? Y Tax Exempt ID:736017987

Contract Lines:

Line #	Cat CD / Item ID / Item Desc	UOM	Minimum Order		Maximum / Open	
			Qty	Amt	Qty	Amt
1	25101507 / 1000009311 TRUCK: 3/4 Ton, Extended Cab FORD F250 BASE PRICE : \$24,765.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
2	25101507 / 1000009355 TRUCK: 3/4 Ton, Crew Cab FORD F250 BASE PRICE : \$25,531.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
3	25101507 / 1000009313 TRUCK: 3/4 Ton, Regular Cab FORD F250 BASE PRICE : \$22,877.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
4	25101611 / 1000009411 TRUCK: 16,000 #, Extended Cab & Chassis FORD F450 C&C BASE PRICE : \$32,818.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
5	25101611 / 1000009409 TRUCK: 16,000 # Crew Cab & Chassis FORD F450 C&C BASE PRICE : \$33,866.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
6	25101611 / 1000009427 TRUCK: 16,000 # Regular Cab & Chassis FORD F450 C&C BASE PRICE : \$30,900.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
7	25101611 / 1000028551 TRUCK: 19,500 # Extended Cab & Chassis	EA	1.00	1.00	0.00	0.00

Final = The price is final after adjustments
 Hold = Apply adjustments regardless of other adjustments
 Skip = Skip adjustments if any other adjustments have been applied

Authorized Signature
Original Signature on File in Central Purchasing



CONTRACT

State of Oklahoma

Dispatch via Print

Supplier 0000232739
 BOB HURLEY FORD
 745 W 51ST ST
 TULSA OK 74107-8353
 USA

Contract ID 0000000000000000000000004141		Page 2 of 5	
Contract Dates 09/15/2015 to 09/14/2016	Currency USD	Rate Type CRRNT	Rate Date PO Date
Description: From Req ID - 0900006016		Contract Maximum 0.00	

TYPE: STATEWIDE

Tax Exempt? Y Tax Exempt ID:736017987

Contract Lines:

Line #	Cat CD / Item ID / Item Desc	UOM	Minimum Order Qty	Amt	Maximum / Open Qty	Amt
	FORD F550 C&C BASE PRICE : \$35,178.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING					
8	25101611 / 1000028564 TRUCK: 19,500 # Crew Cab & Chassis FORD F550 C&C BASE PRICE : \$36,227.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
9	25101611 / 1000028553 TRUCK: 19,500 # Regular Cab & Chassis FORD F550 C&C BASE PRICE : \$33,255.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
10	25101503 / 1000009393 CAR: Compact, Four Door, FORD FOCUS BASE PRICE : \$15,820.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
11	25101503 / 1000028555 CAR: Full Size, Four Door FORD TAURUS BASE PRICE : \$20,204.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING THIS VEHICLE WILL BUILD OUT EARLY, PLACE ORDERS ASAP.	EA	1.00	1.00	0.00	0.00
12	25101507 / 1000028558 SUV: Full Size Extended Length Utility Vehicle FORD EXPEDITION XL BASE PRICE : \$34,462.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00

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Authorized Signature



CONTRACT

State of Oklahoma

Dispatch via Print

Supplier 0000232739
 BOB HURLEY FORD
 745 W 51ST ST
 TULSA OK 74107-8353
 USA

Contract ID 00000000000000000000000000004141		Page 4 of 5	
Contract Dates 09/15/2015 to 09/14/2016	Currency USD	Rate Type CRRNT	Rate Date PO Date
Description: From Req ID - 0900006016		Contract Maximum 0.00	
TYPE: STATEWIDE			

Tax Exempt? Y Tax Exempt ID:736017987

Contract Lines:

Line #	Cat CD / Item ID / Item Desc	UOM	Minimum Order Qty	Amt	Maximum / Open Qty	Amt
	FORD F350 BASE PRICE : \$29,789.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING					
20	25101507 / 1000009341 TRUCK: 1 Ton, Regular Cab & Chassis FORD F350 C&C BASE PRICE : \$25,174.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
21	25101702 / 1000009350 CAR: Police Pursuit FORD TAURUS PPV BASE PRICE : \$26,818.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
22	25101702 / 1000009398 SUV: Police, V8, 4 Door FORD UTILITY PPV BASE PRICE : \$27,061.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
23	25101507 / 1000031099 CNG TRUCK: 3/4 Ton Crew Cab - Bi Fuel FORD F250 OEM CNG BASE PRICE : \$35,003.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
24	25101507 / 1000031101 CNG TRUCK: 3/4 Ton Extended Cab - Bi Fuel FORD F250 OEM CNG BASE PRICE : \$34,336.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
25	25101507 / 1000031103 CNG TRUCK: 3/4 Ton Regular Cab - Bi Fuel	EA	1.00	1.00	0.00	0.00

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Authorized Signature



CONTRACT

State of Oklahoma

Dispatch via Print

Supplier 0000232739
BOB HURLEY FORD
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 USA

Contract ID 00000000000000000000000000004141		Page 5 of 5	
Contract Dates 09/15/2015 to 09/14/2016	Currency USD	Rate Type CRRNT	Rate Date PO Date
Description: From Req ID - 0900006016		Contract Maximum 0.00	
TYPE: STATEWIDE			

Tax Exempt? Y Tax Exempt ID:736017987

Contract Lines:

Line #	Cat CD / Item ID / Item Desc	UOM	Minimum Order Qty	Amt	Maximum / Open Qty	Amt
	FORD F250 OEM CNG BASE PRICE : \$32,113.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING					
26	25101507 / 1000031105 CNG TRUCK: 1/2 Ton Crew Cab - Bi Fuel FORD F150 OEM CNG BASE PRICE : \$33,485.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
27	25101507 / 1000031106 CNG TRUCK: 1/2 Ton Crew Cab - Dedicated FORD F150 OEM CNG BASE PRICE : \$34,496.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
28	25101507 / 1000031091 CNG TRUCK: 1/2 Ton Extended Cab - Dedicated FORD F150 OEM CNG BASE PRICE : \$32,436.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
29	25101507 / 1000031092 CNG TRUCK: 1/2 Ton Regular Cab - Bi Fuel FORD F150 OEM CNG BASE PRICE : \$30,185.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00
30	25101507 / 1000031093 CNG TRUCK: 1/2 Ton Regular Cab - Dedicated FORD F150 OEM CNG BASE PRICE : \$31,207.00 SEE SPEC/PRICING SHEETS FOR OPTIONS PRICING	EA	1.00	1.00	0.00	0.00

COMMENTS:

Final = The price is final after adjustments
 Hold = Apply adjustments regardless of other adjustments
 Skip = Skip adjustments if any other adjustments have been applied

Authorized Signature



copcars@bobhurleyford.com



Government Sales

405-239-2700

877-239-2707

fax: 405-239-2705

7/05/16

CITY OF ENID

KIM LETTEER

2017 FORD F-250 EXT CAB

Vehicle is from State of Oklahoma Contract SW035. Includes all factory and contract standard equipment. Added options are MSRP – 6%.

Base price is 2016 Contract price PLUS 2017 Model Year difference.

BASE PRICE:	\$24,765.00
2016/2017 PRICE DIFF.	675.00
ADD 4X4	2209.00
ADD SYNC	343.00
XL VALUE GROUP	677.00
ADD FORD SIDE STEPS	348.00
Brake Controller	254.00
ADD ALL TERRAIN TIRES	144.00
TOTAL :	\$29,415.00

PAM DEWBERRY
GOV'T SALES

Truck #1



copcars@bobhurleyford.com



Government Sales

405-239-2700

877-239-2707

fax: 405-239-2705

7/05/16

CITY OF ENID

KIM LETTEER

2017 FORD F-350 REG CAB C/C

Vehicle is from State of Oklahoma Contract SW035. Includes all factory and contract standard equipment. Added options are MSRP – 6%.

Base price is 2016 Contract price PLUS 2017 Model Year difference.

BASE PRICE:	\$25,174.00
2016/2017 PRICE DIFF	1282.00
ADD 4X4	3103.00
ADD SYNC	343.00
XL VALUE GROUP	677.00
ADD FORD SIDE STEPS	300.00
BRAKE CONTROLLER	254.00
Utility bed/hitch	6860.00
TOTAL :	\$37,993.00

PAM DEWBERRY
GOV'T SALES

Truck #2



copcars@bobhurleyford.com



Government Sales

405-239-2700

877-239-2707

fax: 405-239-2705

7/05/16

CITY OF ENID

KIM LETTEER

2017 FORD F-250 EXT CAB

Vehicle is from State of Oklahoma Contract SW035. Includes all factory and contract standard equipment. Added options are MSRP – 6%.

Base price is 2016 Contract price PLUS 2017 Model Year difference.

BASE PRICE:	\$24,765.00
2016/2017 PRICE DIFF	675.00
ADD 4X4	2209.00
ADD SYNC	343.00
XL VALUE GROUP	677.00
ADD FORD SIDE STEPS	348.00
ADD ALL TERRAIN TIRES	144.00
BRAKE CONTROLLER	254.00
TOMMYLIFT	2366.00
TOTAL :	\$31,781.00

PAM DEWBERRY
GOV'T SALES

Truck #3

City Commission Meeting

11. 3.

Meeting Date: 07/19/2016

SUBJECT:

APPROVAL OF CLAIMS IN THE AMOUNT OF \$112,266.00.

Attachments

Claimslist

JP Morgan Claimslist

City Commission Meeting

14. 1.

Meeting Date: 07/19/2016

SUBJECT:

APPROVAL OF CLAIMS IN THE AMOUNT OF \$16,000.00.

Attachments

Claimslist

JP Morgan Claimslist

City Commission Meeting

17. 1.

Meeting Date: 07/19/2016

Submitted By: Erin Crawford, Chief Financial Officer

SUBJECT:

AWARD A CONTRACT WITH RSM US LLP, OKLAHOMA CITY, OKLAHOMA TO COMPLETE THE 2015-2016 ENID PUBLIC TRANSPORTATION AUTHORITY VEHICLE REVENUE MILEAGE AUDIT IN THE AMOUNT OF \$3,500.00.

BACKGROUND:

The Enid Public Transportation Authority is required by the Oklahoma Department of Transportation's (ODOT) Public Transit statement management plan to obtain an independent audit report attesting to the vehicle revenue miles as a requirement to receive funding from the public transit state revolving fund. The audit fieldwork is tentatively scheduled for the last week in July and is due to ODOT by the last working day of August each year.

RECOMMENDATION:

Award contract to RSM US LLP in the amount of \$3,500.00 and authorize the Chairman to execute all contract documents.

PRESENTER:

Erin Crawford, Chief Financial Officer.

Fiscal Impact

Budgeted Y/N: Y

Amount: \$3,500.00

Funding Source:

Enid Public Transportation Authority.

Attachments

EPTA Letter FY16



RSM US LLP

531 Couch Drive
Oklahoma City, Oklahoma

T +1 405 239 7961
F +1 405 235 0042

www.rsmus.com

July 5, 2016

Mr. Jerald Gilbert, City Manager
Ms. Erin Crawford, Chief Financial Officer
City of Enid
401 West Owen K. Garriott Road
Enid, Oklahoma 73702

Re: Enid Public Transportation Authority Attestation Examination

Attention: City Council

This letter is to explain our understanding of the arrangements regarding our engagement to examine the statement of vehicle revenue mileage, as defined in the January 2012 publication of the *Public Transportation Revolving Fund State Management Plan*, of the Enid Public Transportation Authority for the year ended June 30, 2016, in accordance with attestation standards established by the American Institute of Certified Public Accountants. We ask that you confirm this understanding.

Engagement Services

We will perform an examination of the statement of vehicle revenue mileage of the Enid Public Transportation Authority in relation to established or stated criteria. Accordingly, we will perform such procedures as we consider necessary to evaluate the statement of vehicle revenue mileage of the Enid Public Transportation Authority in relation to the established or stated criteria for the purpose of expressing positive assurance on the statement of vehicle revenue mileage of the Enid Public Transportation Authority.

The services that we will perform are not designed and cannot be relied upon to disclose errors, fraud, or illegal acts, should any exist. However, we will inform the appropriate level of management of any material errors that come to our attention and any fraud or illegal acts that come to our attention, unless they are clearly inconsequential.

Furthermore, the services were not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, we will communicate to management and the City Council any significant deficiencies or material weaknesses that become known to us during the course of the engagement.

City of Enid's Responsibilities

Management is responsible for the statement of vehicle revenue mileage of the Enid Public Transportation Authority. Management is responsible for providing us with a written management representation letter confirming certain representations made during the course of the engagement. Management is responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the statement of vehicle revenue mileage of the Enid Public Transportation Authority that is free from material misstatement, whether due to fraud or error.

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

Mr. Jerald Gilbert, City Manager
Ms. Erin Crawford, Chief Financial Officer
City of Enid
July 5, 2016
Page 2

Management is responsible for identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, short sellers, or others.

Because RSM US LLP will rely on the City of Enid and its management and those charged with governance to discharge the foregoing responsibilities, the City of Enid holds harmless and indemnifies RSM US LLP and its partners and employees from all claims, liabilities, losses, and costs arising in circumstances where there has been a known misrepresentation by a member of the City of Enid's management that has caused, in any respect, RSM US LLP's breach of contract or negligence. This provision will survive termination of this letter.

City of Enid's Records and Assistance

The attestation standards require that we perform our examination engagement only if we have reason to believe that the statement of vehicle revenue mileage of the Enid Public Transportation Authority is capable of evaluation against criteria that are suitable and available to users. If circumstances arise relating to the condition of the City's records, the availability of appropriate evidence, or indications of a significant risk of material misstatement of the statement of vehicle revenue mileage of the Enid Public Transportation Authority because of error or, fraud that, in our professional judgment, prevents us from completing the engagement or forming an opinion or issuing our report, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawal from the engagement

During the course of our engagement, we may accumulate records containing data that should be reflected in the City's books and records. The City will determine that all such data, if necessary, will be so reflected. Accordingly, the City will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by City personnel, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Erin Crawford, Chief Financial Officer. The timely and accurate completion of this work is an essential condition to our completion of our services and issuance of our report.

Fees, Costs, and Access to Documentation

Our fees for the services described above are based on the time required by the individuals assigned to the engagement, plus direct expenses. Our fees for the services described in this letter will be \$3,500.

In the event we are requested or authorized by City of Enid or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagements for the City of Enid, the City of Enid will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

Mr. Jerald Gilbert, City Manager
Ms. Erin Crawford, Chief Financial Officer
City of Enid
July 5, 2016
Page 3

Our professional standards require that we perform certain additional procedures on current and previous years' engagements whenever a partner or professional employee leaves the firm and is subsequently employed by or associated with a client. Accordingly, the City agrees it will compensate RSM US LLP for any additional costs incurred as a result of the City's employment of a partner or professional employee of RSM US LLP

Claim Resolution

The City of Enid and RSM US LLP agree that no claim arising out of services rendered pursuant to this agreement by or on behalf of the City of Enid shall be asserted more than two years after the date of the report issued by RSM US LLP. The City of Enid waives any claim for punitive damages. RSM US LLP's liability for all claims, damages, and costs of the City of Enid arising from this engagement is limited to the amount of fees paid by the City of Enid to RSM US LLP for the services rendered under this arrangement letter.

If any term or provision of this agreement is determined to be invalid or unenforceable, such term or provision will be deemed stricken, and all other terms and provisions will remain in full force and effect.

Reporting

We will issue a written report upon completion of our examination of the statement of vehicle revenue mileage of the Enid Public Transportation Authority in relation to established or stated criteria. Our report will be addressed to the City Council of the City of Enid. We cannot guarantee that positive assurance on the statement of vehicle revenue mileage of the Enid Public Transportation Authority will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph[s], or withdraw from the engagement.

This letter constitutes the complete and exclusive statement of agreement between RSM US LLP and the City of Enid, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.

If this letter defines the arrangements as the City understands them, please sign and date the enclosed copy and return it to us. We appreciate your business.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Mike Gibson", with a long horizontal line extending to the right.

Mike Gibson
Partner

Mr. Jerald Gilbert, City Manager
Ms. Erin Crawford, Chief Financial Officer
City of Enid
July 5, 2016
Page 4

Confirmed on behalf of the City Council:

Mayor or Chairman of Audit Committee

Management's acknowledgement of the agreement:

City Manager

Chief Financial Officer

City Commission Meeting

17. 2.

Meeting Date: 07/19/2016

SUBJECT:

APPROVAL OF CLAIMS IN THE AMOUNT OF \$8,924.62.

Attachments

Claimslist

JP Morgan Claimslist

Meeting Date: 07/19/2016

Submitted By: Andrea Chism, City Attorney

SUBJECT:

CONSIDER CONVENING INTO EXECUTIVE SESSION PURSUANT TO 25 O.S. §307(B)(4) TO DISCUSS CURRENT LITIGATION; 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 PURSUANT TO 25 O.S. §307(B)(1) TO PERFORM A PERFORMANCE REVIEW AND DISCUSS THE SALARY AND BENEFITS OF CITY ATTORNEY ANDREA CHISM AND TO RECONVENE INTO SPECIAL SESSION TO TAKE ANY NECESSARY ACTION.

BACKGROUND:

The City Attorney recommends the Mayor and Board of Commissioners go into Executive Session pursuant to 25 O.S. §307(B)(4), to engage in "confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest"; pursuant to 25 O.S. §307(C)(10) to confer "on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate..." within Enid because public disclosure of the matter to be discussed would violate the confidentiality of the business; and pursuant to 25 O.S. §307(B)(1), "[d]iscussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee."

Upon conclusion of the Executive Session, the Commission will reconvene into Special Session to take any necessary action.

RECOMMENDATION:

Convene into Executive Session.

PRESENTER:

Andrea L. Chism, City Attorney.
