

NOTICE
GLENPOOL CITY COUNCIL
MEETING

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on Monday, July 7, 2014, at Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave., P.O. Box 70, Glenpool, Oklahoma.

The City Council welcomes comments from citizens of Glenpool who wish to address any item on the agenda. Speakers are requested to complete one of the forms located on the agenda table and return to the City Clerk PRIOR TO THE CALL TO ORDER.

AGENDA

- A. Call to Order - Mayor Ceesay
- B. Roll call, declaration of quorum - Rick Malone, City Planner; Mayor Ceesay
- C. Invocation
- D. Pledge of Allegiance - Mayor Ceesay
- E. Scheduled Business
 - 1. Discussion and possible action to approve minutes from June 16, 2014 and June 23, 2014 meetings.
 - 2. Discussion and possible action to renew Agreement between the City of Glenpool and the Glenpool Chamber of Commerce for professional services and lease of space in the City Hall/Conference Center for FY 2014-2015.
(Roger Kolman, City Manager)
 - 3. Discussion and possible action on Corporate Resolution No. 14-07-01 of the City of Glenpool, "Resolution Authorizing The City Of Glenpool To Renew That Certain Security Agreement By And Between The City Of Glenpool And The Glenpool Utility Services Authority With Respect To The Issuance Of Utility System Revenue Bonds, Tax Exempt Refunding Series 2010 A And Taxable Refunding Series 2010 B, Dated as of December 1, 2010."
(Charles Barnes, Finance Director)
 - 4. Discussion and possible action on Corporate Resolution No. 14-07-02 of the City of Glenpool, "Resolution Authorizing The City Of Glenpool To Renew That Certain Security Agreement By And Between The City Of Glenpool And The Glenpool Utility Services Authority With Respect To The Issuance Of Utility System Revenue Bonds, Tax Exempt Refunding Series 2011, Dated As Of January 1, 2011."
(Charles Barnes, Finance Director)

5. Discussion and possible action to approve "Memorandum of Understanding between the Indian Nations Council of Governments (INCOG) and Glenpool for maintenance of 9-1-1 and Master Street and Address Guide Services for Fiscal Year 2014-2015".
(Roger Kolman, City Manager)
 6. Discussion and possible action on renewal of E-911 Service Fee Agreement with Cox Oklahoma Telcom, L.L.C., d/b/a Cox Communications.
(Roger Kolman, City Manager)
 7. Discussion and possible action to renew the Agreement between the City of Glenpool and the Glenpool Area Emergency Services District ("GEMS") governing the operations of GEMS for FY 2014-2015.
(Roger Kolman, City Manager)
 8. Discussion and possible action to renew the Agreement among EMS Plus, the Glenpool Area Emergency Medical Services District ("GEMS") and the City of Glenpool to provide ambulance service for Glenpool for FY 2014-2015.
(Roger Kolman, City Manager)
 9. Discussion and possible action to approve Resolution No. 14-07-04, A Resolution Amending The FY 2014-2015 Annual Budget In Compliance With The Municipal Budget Act.
(Charles Barnes, Finance Director)
 10. Discussion and possible action to adopt Resolution No. 14-07-03, A Resolution Of The City Of Glenpool, Oklahoma Approving Participation With The State Of Oklahoma Department Of Transportation In A Traffic Signalization Project.
(Roger Kolman, City Manager)
 11. Discussion and possible action to approve Traffic Engineering Consultants proposal at a cost not to exceed \$28,000, and authorize City Manager to enter into an Agreement for described services.
(Lynn Burrow, Community Development Director)
 12. Discussion and possible action to approve M.e.t. invoice for \$7,643.58.
(Lynn Burrow, Community Development Director)
- F. Other Public Comments
- G. Community Development Director Report
(Lynn Burrow, Community Development Director)
- H. City Manager Report
(Roger Kolman, City Manager)

City of Glenpool
City Council Agenda
Regular Session
July 7, 2014
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- I. Mayor Report
(Momodou Ceesay, Mayor)
- J. Adjournment

This notice and agenda was posted at the Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, 2014.

Signed: _____
City Clerk

**MINUTES
CITY COUNCIL
PUBLIC HEARING FY 2014-2015 MUNICIPAL BUDGET
June 16, 2014**

The Special Session of the Glenpool City Council was held for the purpose of conducting a public hearing at 6:00 p.m., Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present were: Momodou Ceesay, Mayor; Alyce Korb, Vice-Mayor; Tim Fox, Councilor; and Patricia Agee, Councilor.

Staff present was: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, City Clerk; and Charles Barnes, Finance Director.

Members of the Public were also in attendance.

A. Mayor Ceesay called the meeting to order at 6:00 p.m.

B. Susan White, City Clerk called the roll. Mayor Ceesay declared a quorum present.

C. Scheduled Business

- 1. Conduct a public hearing on the proposed FY 2014 - 2015 Budget, for the purpose of receiving public comments, recommendations or information on any part of the proposed budget.**

Mayor Ceesay declared the Public Hearing open at 6:01 p.m.

Mr. Charles Barnes, Finance Director presented the budget to the audience. At the conclusion of the presentation the public was given opportunity to make comments regarding the proposed budget. None were offered.

Mayor Ceesay closed the Public Hearing at 6:07 p.m.

D. Adjournment

Meeting was adjourned at 6:07 p.m.

Date

Mayor

ATTEST:

City Clerk

MINUTES

CITY COUNCIL MEETING

June 16, 2014

The Regular Session of the Glenpool City Council was held at 6:08 p.m., Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present: Momodou Ceesay, Mayor; Alyce Korb, Vice-Mayor; Tim Fox, Councilor; and Patricia Agee, Councilor.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, City Clerk; Charles Barnes, Finance Director; Lynn Burrow, Community Development Director; Rick Malone, City Planner and Dennis Waller, Police Chief.

Also present were: Jason Yarbrough, Pastor at Glenpool First Baptist Church and Kathy Coley, Superintendent of Glenpool Public Schools.

- A. Mayor Ceesay called the meeting to order at 6:08 p.m.**
- B. Susan White, City Clerk called the roll. Mayor Ceesay declared a quorum present.**
- C. Pastor Jason Yarbrough from First Baptist Church offered the Invocation.**
- D. Mayor Ceesay led the Pledge of Allegiance.**
- E. Reading and Presentation of Proclamation - Mayor Ceesay**
Mayor Ceesay read a proclamation recognizing Kathy Coley for her years of service at Glenpool Public Schools and declaring June 19, 2014 her final day on the job, as Kathy Coley Day in Glenpool.
- F. Scheduled Business**

Lowell Peterson, City Attorney requested the council consider lying on the table Items 1-9 and move directly to Item 10. Discussion and Possible action to enter into Executive Session, for the purpose described in Item 11, and subsequent action to be taken in Item 13. Mr. Peterson reasoned that a representative from the law firm of Doerner, Saunders, Daniel & Anderson, LLP was present with respect to the Executive Session items. As a courtesy to the guest a motion to move the order was made.

MOTION: Vice Mayor Korb moved, second by Councilor Agee to move the order of the meeting to commence with **10. Discussion and possible action to enter into Executive Session**, and likewise enter into Executive Session.

FOR: Councilor Fox; Councilor Agee; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

- 11. Executive Session for the purpose of discussing confidential communications between the Glenpool City Council and the City Attorney concerning a pending investigation, claim, or action as to which the City, with the advice of its Attorney, has determined that disclosure will seriously impair the ability of the City or Glenpool Utility Service Authority to process the claim or conduct a pending investigation, litigation or proceeding in the public interest, pursuant to Title 25 Sec. 307(B)(4) of the Oklahoma Statutes (Open Meeting Act), specifically with respect to pending litigation between Creek Country Rural Water District No. 2, Plaintiff, and the City of Glenpool and Glenpool Utility Services Authority, Defendants.**

12. Possible action to reconvene in Regular Session.

MOTION: Councilor Agee moved, second by Councilor Fox to reconvene in Regular Session.

FOR: Councilor Agee; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

13. Discussion and possible action to receive and approve a proposal for legal services from the law firm of Doerner, Saunders, Daniel & Anderson, LLP.

Lowell Peterson, City Attorney recommended the Council retain the services of Doerner, Saunders, Daniel & Anderson, LLP, particularly for the purposes of deposition and motion practice and possibly going on to trial, regarding pending litigation.

MOTION: Councilor Fox moved, second by Councilor Agee to approve a legal services proposal from Doerner, Saunders, Daniel & Anderson, LLP.

FOR: Councilor Fox; Councilor Agee; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

Mayor Ceesay declared that the Council would resume the order of the Meeting beginning with Item 1.

1. Discussion and possible action to approve minutes from June 2, 2014 meeting.

MOTION: Councilor Fox moved, second by Councilor Agee to approve minutes as presented.

FOR: Councilor Fox; Councilor Agee; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

2. Discussion and possible action to approve RESOLUTION NO. 14-06-01, A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF GLENPOOL TO COMPLY WITH AND OPERATE IN ACCORDANCE WITH THE MUNICIPAL BUDGET ACT AND APPROVE THE 2014-2015 ANNUAL BUDGET.

Roger Kolman, City Manager presented the Resolution to effectively adopt the budgets for the City of Glenpool; Glenpool Utility Services Authority; Glenpool Industrial Authority; and Glenpool Emergency Medical Service District for the Operating FY 2014-2015.

MOTION: Councilor Agee moved, second by Vice Mayor Korb to adopt Resolution No. 14-06-01 as presented.

FOR: Councilor Agee; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

3. Discussion and possible action on Project Proposal for consulting services with Crossroads Communications, LLC, for FY 2014-2015.

Roger Kolman, City Manager recommended that Council renew Proposal to continue the Agreement for consulting services with Crossroads Communication, LLC for FY 2014-2015. Mr. Kolman noted that the contract maintains the cost as represented in FY 2013-2014 Agreement.

MOTION: Councilor Agee moved, second by Vice Mayor Korb to accept Proposal and enter into an Agreement with Crossroads Communications, LLC for FY 2014-2015.

FOR: Councilor Fox; Councilor Agee; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

4. Discussion and possible action on Agreement for Economic Development Consulting Services with Retail Attractions, LLC, for FY 2014-2015.

Mr. Kolman recommended approval of the Agreement as presented and continue the contract with Retail Attractions, LLC. Mr. Kolman noted that the contract maintains the cost as represented in FY 2013-2014 Agreement.

MOTION: Councilor Fox moved, second by Councilor Agee to enter into and continue the Agreement for economic development consulting services with Retail Attractions, LLC for FY 2014-2015.

FOR: Councilor Agee; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

5. Discussion and possible action to approve a Professional Services Agreement and Support Contract with Blue Sky Technologies for the provision of support and maintenance of the City's information technology systems and infrastructure.

Roger Kolman, City Manager recommended approval of the Agreement with Blue Sky Technologies.

MOTION: Councilor Agee moved, second by Councilor Fox to approve entering into an Agreement with Blue Sky Technologies for the City's information technology systems and infrastructure.

FOR: Councilor Fox; Councilor Agee; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

6. Discussion and possible action to adopt ORDINANCE NO. 687, AN ORDINANCE AMENDING ORDINANCE NO. 458, REZONING FROM RMH (RESIDENTIAL MOBILE HOME) TO AG (AGRICULTURAL), APPROVED UNDER GZ-242, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND DECLARING AN EMERGENCY.

Rick Malone, City Planner presented Ordinance No. 687, and recommended approval.

MOTION: Vice Mayor Korb moved, second by Councilor Agee to approve rezoning Ordinance No. 687, as presented.

FOR: Councilor Agee; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

7. Discussion and possible action to approve EMERGENCY CLAUSE, upon finding the immediate operation of the provisions of the foregoing ORDINANCE NO. 687, is necessary for the preservation of the peace, health, and safety of the City of Glenpool and the inhabitants thereof, an Emergency is hereby declared to exist, the rules are suspended, and this ordinance shall be in full force and effect on its passage and approval.

Lowell Peterson, City Attorney recommended approval of Emergency Clause, due to the fact that the applicant was immediately prepared to get his building permit to begin construction and it would work a hardship on the applicant if he were required to wait thirty days for publication.

MOTION: Councilor Fox moved, second by Councilor Agee to approve Emergency Clause as presented.

FOR: Councilor Fox; Councilor Agee; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried by a 4/5ths majority.

8. Discussion and possible action to waive the re-platting requirements for GZ-242.

Mr. Malone recommended approval to waive re-platting requirements.

MOTION: Councilor Agee moved, second by Councilor Fox to waive re-platting requirements for GZ-242.

FOR: Councilor Agee; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

9. Discussion and possible action to declare as surplus property, two 2007 Dodge Chargers, VINs 2B3KA43H27H708532 and 2B3KA43H17H817452; waive the requirement for competitive bidding; and approve sale of such vehicles to the Webbers Falls Police Department for \$14,000.00.

Bart Harris, Asst. Chief of Police advised Council that Chief Waller has been in negotiations with Webbers Falls Police Department to purchase two 2007 retired police units. Assistant Chief Harris recommended that Council declare the vehicles surplus and authorize sale to Webbers Falls Police Department for \$14,000.00.

MOTION: Councilor Fox moved, second by Councilor Agee to declare surplus, two 2007 Dodge Chargers, VINs 2B3KA43H27H708532 and 2B3KA43H17H817452 and authorize sale to Webbers Falls Police Department at \$7,000 per vehicle.

FOR: Councilor Fox; Councilor Agee; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

Upon recommendation from Lowell Peterson, City Attorney to clearly state the intent to waive competitive bidding the following motion was made.

MOTION: Councilor Fox moved, second by Councilor Agee to waive competitive bidding on the sale of the two vehicles as identified in Item 9.

FOR: Councilor Agee; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

G. Other Public Comments

- None

H. Chamber of Commerce Report - Jennifer Cook, President

- Ms. Cook reported on various topics including: New memberships; Welcome packets for new residents; Meeting with Glenpool businesses; and Black Gold Days preparation.

I. Community Development Director Report - Lynn Burrow, Com. Dev. Director

- Mr. Burrow updated the Council on various activities including street repairs, and ongoing private commercial and residential developments.

J. City Manager Report - Roger Kolman, City Manager

- Mr. Kolman updated the Council on the progress of the zip code issue, noting it continues to move forward. Postal customers in the areas impacted should expect to receive a survey from USPS in which the customer will have an opportunity to register their vote for or against. Majority rules.

K. Mayor's Report - Momodou Ceesay, Mayor

- Mayor Ceesay encouraged all to participate in the upcoming Black Gold Days activities.
- Mayor Ceesay commented on how beautiful the new Holiday Inn Express looks, especially at night.

J. Adjournment

Meeting was adjourned at 7:39 p.m.

Date

Mayor

ATTEST:

City Clerk

**MINUTES
CITY COUNCIL
SPECIAL SESSION
June 23, 2014**

The Special Session of the Glenpool City Council was held at 6:00 p.m., Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present: Momodou Ceesay, Mayor; Alyce Korb, Vice-Mayor; Tim Fox, Councilor; and Patricia Agee, Councilor.
Staff present: Roger Kolman, City Manager; Susan White, City Clerk; and Debbie Pengelly, Human Resources Director.

A. Mayor Ceesay called the meeting to order at 6:00 p.m.

B. Susan White, City Clerk called the roll. Mayor Ceesay declared a quorum present.

C. Scheduled Business:

1. Conduct interviews of candidates for Ward IV Council seat.

Six people submitted applications for the vacant Ward IV Council seat. The eligibility of each applicant was verified by the city clerk prior to the Council meeting. The applicants were: Jennifer Ballew, Debra Cutsor, James William Herring Jr., Brandon Kearns, Brian J. Patrick, Jacqueline Triplett-Lund. The candidates were interviewed by the four remaining members of Council. The process involved each candidate drawing a number to identify their order in the interviews; each candidate appeared before the Council for questions; at the conclusion of the interviews, Council members cast a ballot indicating their top two candidates; the election results were displayed publically. The results were: Cutsor - 3 votes; Ballew - 3; James William Herring Jr. - 0; Brandon Kearns - 1; Brian J. Patrick - 0; Jacqueline Triplett-Lund - 1.

Mayor Ceesay suspended the meeting for a five minute break.

2. Discussion and possible action to appoint Council selection to fill Ward IV Council seat vacancy.

MOTION: Councilor Fox moved, second by Councilor Agee to appoint Jennifer Ballew to fill the vacant Ward IV Council seat.

FOR: Councilor Fox; Councilor Agee; Mayor Ceesay

AGAINST: Vice-Mayor Korb

Motion carried.

D. Administration of Oath of Office

Ms. Ballew was sworn into Office by City Clerk Susan White.

E. Adjournment

The Special meeting was adjourned at 7:51 p.m.

Date

Mayor

ATTEST:

City Clerk



To: HONORABLE MAYOR AND CITY COUNCIL
From: Roger Kolman, City Manager
Date: July 7, 2014
Subject: Chamber of Commerce Agreement

Background:

The City of Glenpool has a long established relationship with the Glenpool Chamber of Commerce, relying upon their paid employees and a host of volunteers to provide various services to, and on behalf of the city. Those services include community outreach, economic development assistance, sponsorship and promotion of community events, and gathering feedback from the business community. As the city continues to grow, the formalization of agreements becomes more and more important, to protect the interests of both parties. As such, the proposed agreement between the City of Glenpool and the Chamber contains some clauses that were not included in agreements.

The significant changes in the proposed agreement from those of the past include:

- Formally requiring the Chamber to provide personnel to greet and direct visitors to the City Complex.
- Chamber will refocus its economic development efforts to business retention and expansion, referring potential new locates directly to the City.
- Chamber will provide professional assistance to the city in designing, implementing and analyzing citizen and business surveys.

The proposed expenditures for this program are \$40,000 for contractual services plus an additional \$5,000 for support of community events. The proposed funding is included in the adopted budget for FY2015 at line item 02-6-16-6243. There is no year over year increase in the cost of this Agreement.

Staff Recommendation:

Staff recommends approval of the Agreement with the Glenpool Chamber of Commerce for fiscal year 2015.

Attachments:

Proposed Agreement.

AGREEMENT

This Agreement is entered into as of July 1, 2014, by and between the City of Glenpool, Oklahoma, a municipal corporation, hereinafter referred to as "City" and the Glenpool Chamber of Commerce, a not-for-profit corporation, hereinafter referred to as "Chamber."

I. City agrees to provide the following:

- A. City will provide space consisting of two offices and a reception area on the first floor of the City Hall/Conference Center to be occupied by the Chamber for its exclusive use. It is anticipated that Chamber will continue to occupy offices occupied since April 2011.
- B. City will provide use of a conference room for periodic use by the Chamber with reasonable notice to the City and at no cost to the Chamber.
- C. City will provide and pay for all electricity, natural gas, and City-owned or managed utilities for said space.
- D. City will provide Chamber Three Thousand and Three Hundred and Thirty Three Dollars and Thirty Three Cents monthly (\$3,333.33 monthly; aggregate of \$40,000.00 annually) as consideration for Chamber services that are of community-wide benefit to the City.
- E. City will provide personnel to supplement the front desk support provided by the Chamber as required under Section II, for up to one day per week during any non-emergency situation. Such supplemental support shall only be required when existing Chamber personnel are needed to assist with an event being sponsored or promoted under the requirements of Section II of this Agreement. Routine requests for support will be submitted to the City Manager at least 72 hours in advance. Under no circumstances shall the City be required to provide such supplemental support for more than 10 days during any year that this Agreement is in force.
- F. City will support the economic development goals of the annual Black Gold Day event by contributing no more than \$5,000.00, subject to such reasonable restrictions on its use as the City deems appropriate.

II. Chamber agrees to provide the following:

- A. Chamber will pay annual rent to the City for specified office, storage, and conference room space; specified utilities, phone and internet services and specified signage in an amount not to exceed one hundred dollars (\$100.00) per month.

- B. Chamber will submit in writing to the Glenpool City Manager audited financial statements within five months of the Chamber's fiscal year end.
 - C. Chamber will provide a Monthly Economic Activity Report, in a format agreed to between the parties, to be submitted to the Glenpool City Manager by the 10th day of each month for the activities ending on the last day of the preceding month. A statement for monthly services shall be attached to each report.
 - D. Chamber will sponsor Chamber events, and promote events for the City of Glenpool, Glenpool Public Schools, Tulsa Community College (TCC), community activities, sporting events and other items related to the general welfare and benefit of the citizenry and business community.
 - E. Chamber will assist the City by referring all prospective startup and relocating businesses to it for information and assistance.
 - F. Chamber shall work on business retention and expansion efforts with existing businesses, and shall serve as a local business advocate addressing the concerns of local businesses. Chamber shall regularly communicate significant concerns of the business community to the City Manager.
 - G. Chamber shall maintain a database of available business properties for sale, lease or rent within the Glenpool area, and share this data with the City. Information from this database will be posted on the Chamber's website. Such database shall be updated no less than quarterly throughout the term of this Agreement.
 - H. Chamber shall provide professional assistance to the city in designing, implementing, and analyzing at least one citizen survey and one business community survey annually.
 - I. Chamber shall provide front desk support for the City Hall/Conference Center during regular business days of the City for the hours from 8:00 a.m. through 5:00 p.m. Monday through Friday. No such services shall be required on days that are official holidays of the City. Chamber shall notify the City Manager at least 72 hours in advance of non-emergency situations where supplemental personnel are needed by the Chamber to fulfill the requirements of this section. In emergency situations (i.e. unexpected absences), the Chamber shall immediately notify the City of the need for supplemental personnel.
- III. The term of this Agreement shall be one year, to be measured on a City of Glenpool Fiscal Year (July 1 – June 30) basis.

- IV. While it is the intent of the City to continue in this Agreement beyond the one Fiscal-Year period referenced in Section III, City and Chamber both understand that City cannot legally obligate funds beyond June 30th of any fiscal year, and therefore this Agreement cannot be automatically renewed. Subsequently this Agreement may be renewed annually upon written approval by the governing boards of both parties.
- V. This Agreement may be terminated by either party by providing written notice as follows:
 - A. Chamber may terminate this Agreement with thirty days written notice to City.
 - B. City may terminate this Agreement with sixty days written notice to Chamber.
- VI. If any provision of this Agreement, or the application thereof, is held invalid, the invalidity shall not affect other provisions of this Agreement. Said invalid provision shall be deemed to be severable from this Agreement.
- VII. It is understood that the foregoing is a complete understanding of all terms and conditions governed by this Agreement during the stated term, and that said terms and conditions cannot be altered in any manner, save by written agreement of both parties.

IN WITNESS WHEREOF, the parties have hereto set their hands this _____ day of _____ 2014.

THE CITY OF GLENPOOL, OKLAHOMA
A Municipal Corporation

By: _____
Momodou Ceesay, Mayor

Attest:

Susan White, City Clerk

Approved as to form:

Lowell Peterson, City Attorney

THE GLENPOOL CHAMBER OF COMMERCE

By: _____
Lin Herod, Chair, Board of Directors

Attest:

Secretary, Board of Directors

Approved as to form:

Chamber Attorney



To: HONORABLE MAYOR AND CITY COUNCIL
From: Charles Barnes, Finance Director
Date: July 7, 2014
Subject: Annual Renewal of Revenue Bond Security Agreements, Regarding Bonds Issued December 2010 and January 2011

Background:

In connection with the Series 2010 A, Series 2010 B and Series 2011 Utility System Revenue Bonds issued by GUSA as of December 1, 2010, and January 1, 2011, respectively, the City and GUSA entered into certain Security Agreements whereby the City secures to bondholders payment of the debt service on such bonds by agreeing to deposit in its general fund each month, as received from the Oklahoma Tax Commission, proceeds derived from sales tax to be paid by the City to GUSA to be used by GUSA for the funding of debt service on the projects for which the foregoing revenue bonds were issued.

Based on Oklahoma law regarding the encumbrance of annual revenues, these Security Agreements must be renewed for successive annual periods commencing July 1, 2011. This was accomplished by adoption by the Council of an identical resolution on July 16, 2012, and again on July 15, 2013. Notice of the renewal must be provided to the Authority and to the Bond Trustee, not later than July 31 of each year.

Staff Recommendation:

For all the foregoing reasons and benefits, staff recommends that the City adopt the attached resolutions renewing the Security Agreements for FY 2014-2015.

Attachment:

- Proposed Corporate Resolution No. 14-07-01, 2010 Bonds
- Proposed Corporate Resolution No. 14-07-02, 2011 Bonds

CORPORATE RESOLUTION NO. 14-07-01 OF THE CITY OF GLENPOOL
RESOLUTION AUTHORIZING THE CITY OF GLENPOOL TO RENEW
THAT CERTAIN SECURITY AGREEMENT BY AND BETWEEN THE
CITY OF GLENPOOL AND THE GLENPOOL UTILITY SERVICES
AUTHORITY WITH RESPECT TO THE ISSUANCE OF UTILITY SYSTEM
REVENUE BONDS, TAX EXEMPT REFUNDING SERIES 2010 A AND
TAXABLE REFUNDING SERIES 2010 B, DATED AS OF DECEMBER 1,
2010

WHEREAS, the Authority issued certain tax-exempt and taxable Utility Service Revenue Bonds dated as of December 1, 2010, in Series 2010 A and Series 2010 B, respectively, in order to fund a project that consisted of the acquisition, construction, furnishing and equipping of certain capital improvements to the Authority's Utility Systems and certain other capital improvements for the benefit of the City of Glenpool, Oklahoma, the Authority's beneficiary; and

WHEREAS, in order to better secure the payment of the Bonds, the City and the Authority entered into a Security Agreement whereby City tax revenues were pledged to debt service on the foregoing Bonds; and

WHEREAS, all things required to have been done to make the Security Agreement a valid and binding agreement by and between the City and the Authority have been done, happened and been performed.

BE IT THEREFORE RESOLVED by the City Council for the City of Glenpool, Oklahoma:

§ 1. The City Council shall and hereby does exercise the option provided by Section 4 of the foregoing Security Agreement to renew such Agreement for the fiscal year period commencing July 1, 2014. Notice of such renewal shall be provided to the Authority Board and the Bond Trustee, not later than July 31, 2014.

PASSED AND APPROVED by the City Council of the City of Glenpool this 7th day of July 2014.

Momodou Ceesay, Mayor

ATTEST:

[MUNICIPAL SEAL]

Susan White, City Clerk

APPROVED AS TO FORM:

Lowell Peterson, City Attorney

CORPORATE RESOLUTION NO. 14-07-02 OF THE CITY OF GLENPOOL
RESOLUTION AUTHORIZING THE CITY OF GLENPOOL TO RENEW
THAT CERTAIN SECURITY AGREEMENT BY AND BETWEEN THE
CITY OF GLENPOOL AND THE GLENPOOL UTILITY SERVICES
AUTHORITY WITH RESPECT TO THE ISSUANCE OF UTILITY SYSTEM
REVENUE BONDS, TAX EXEMPT REFUNDING SERIES 2011, DATED
AS OF JANUARY 1, 2011

WHEREAS, the Authority issued certain tax-exempt Utility Service Revenue Bonds dated as of January 1, 2011, in Series 2011, in order to fund a project that consisted of the acquisition, construction, furnishing and equipping of certain capital improvements to the Authority's Utility Systems and certain other capital improvements for the benefit of the City of Glenpool, Oklahoma, the Authority's beneficiary; and

WHEREAS, in order to better secure the payment of the Bonds, the City and the Authority entered into a Security Agreement whereby City tax revenues were pledged to debt service on the foregoing Bonds; and

WHEREAS, all things required to have been done to make the Security Agreement a valid and binding agreement by and between the City and the Authority have been done, happened and been performed.

BE IT THEREFORE RESOLVED by the City Council for the City of Glenpool, Oklahoma:

§ 1. The City Council shall and hereby does exercise the option provided by Section 4 of the foregoing Security Agreement to renew such Agreement for the fiscal year period commencing July 1, 2014. Notice of such renewal shall be provided to the Authority Board and the Bond Trustee, not later than July 31, 2014.

PASSED AND APPROVED by the City Council of the City of Glenpool this 7th day of July 2014.

Momodou Ceesay, Mayor

ATTEST:

[MUNICIPAL SEAL]

Susan White, City Clerk

APPROVED AS TO FORM:

Lowell Peterson, City Attorney



To: HONORABLE MAYOR AND CITY COUNCIL
From: Roger Kolman, City Manager
Date: July 7, 2014
Subject: MOU – INCOG – 911 Mapping

Background:

The regional council of governments provides GIS layer mapping services to the cities within this area, including the creation and maintenance of the 911 layers. As Glenpool continues to grow, adding new subdivisions and streets, it is very important that we maintain accurate 911 maps for protection of the health and safety of our citizens.

This expenditure of \$2,240.59 for this project is funded in the FY 2015 budget in the General Fund at line item 01-6-03-6214 (E911 Fees). There is a year over year increase in the cost of this project of \$43.93.

Staff Recommendation:

Staff recommends approval of the Memorandum of Understanding with INCOG.

Attachments:

Proposed MOU.

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE INDIAN NATIONS COUNCIL OF GOVERNMENT (INCOG) & GLENPOOL**

This Memorandum of Understanding outlines the duties of INCOG and Glenpool to maintain the 9-1-1 electronic map street layer and the master street and address guide (MSAG).

Glenpool desires to maintain the accuracy of its street layer used in its 9-1-1 center for locating callers and directing emergency personnel to the correct location, to update and maintain the MSAG, which is the database containing the address information necessary to locate 9-1-1 caller and plot the call on the electronic map, and to verify the correct routing of wireless cell towers to its jurisdiction.

INCOG desires to assist Glenpool by taking performing the following tasks.

1. INCOG will acquire all newly platted subdivisions, new streets, street closures and any alterations of fire, police and ambulance districts promptly upon approval by the governing body.
2. Using the information acquired, INCOG will:
 - a. Update and maintain an accurate emergency services number (ESN) map layer
 - b. Update and maintain accurate street files based on the updated ESN layer
 - c. Draw and segment newly platted street segments on the map
 - d. Input MSAG database entry of newly platted streets
 - e. Identify and correct MSAG data errors
 - f. Identify and correct street mapping errors
 - g. Provide quarterly the newly updated street file to the 9-1-1 center
3. INCOG will acquire the geo-coded location of all cell phone towers for wireless service providers that have deployed Phase II wireless service in Tulsa County.
4. Using the information acquired INCOG will:
 - a. Place the cell tower location on the map
 - b. Calculate the footprint of the tower based on data provided by the wireless service provider.
 - c. Establish or verify the routing for each tower to the correct PSAP

Glenpool agrees to pay INCOG \$2,240.59 for the performance of its duties outlined in this agreement. Payments shall be made upon receipt of an invoice from INCOG in the total amount.

This Memorandum of Understanding shall become effective July 1, 2014, and continue until June 30, 2015. This MOU may be extended in time or amended upon written agreement of the parties.

**INDIAN NATIONS COUNCIL OF
GOVERNMENTS**

CITY OF GLENPOOL

Board Chair

(Name)
(Title)

(Clerk)
(seal)



To: HONORABLE MAYOR AND CITY COUNCIL
From: Roger Kolman, City Manager
Date: July 7, 2014
Subject: Enhanced 911 Service Fee Agreement

Background:

In past years, the City has entered into an Enhanced 911 Service Fee Agreement with Cox Oklahoma Telecom, LLC for the provision of equipment and services related to our 911 dispatching system. The services and equipment from that agreement are funded through the collection of a fee charged on the bills of telephone subscribers residing in Glenpool.

The terms of the Agreement are substantially the same as in years past.

Staff Recommendation:

Staff recommends adoption of the Agreement.

Attachments:

Proposed Service Fee Agreement.

SERVICE FEE AGREEMENT FOR ENHANCED EMERGENCY NUMBER (E-911) SERVICE

THIS Agreement for Enhanced Emergency Number (E-911) Service ("Agreement") is made and entered into as of this 7th day of July, 2014, by and between Cox Oklahoma Telcom, L.L.C., d/b/a Cox Communications ("COMPANY"), a Delaware corporation, having its principal place of business at 6301 Waterford Blvd., Ste. 200, Oklahoma City, OK 73118, and the City of Glenpool, a municipal corporation, having its principal place of business at 12205 S. Yukon Ave., Glenpool, OK 74033 ("City").

WHEREAS, COMPANY is a Telecommunications Service Provider as defined by Oklahoma Administrative Code 165:55, providing telecommunications services in the State of Oklahoma, and in the City of Glenpool.

WHEREAS, pursuant to its obligation to provide telecommunications services to its subscribers within its certified service areas, COMPANY has built a telecommunications system in the City of Glenpool.

WHEREAS, the City desires to have COMPANY, in conjunction with AT&T, provide Enhanced Emergency Number (E-911) Service, which shall include but not be limited to, the development of a Master Street Address Guide (MSAG), selective routing, Automatic Location Identification (ALI) and the Automatic Number Identification (ANI) services.

WHEREAS, COMPANY is willing to furnish, install, and maintain said features, subject to the terms and conditions set forth, as well as those contained in its approved tariff.

NOW, THEREFORE, it is mutually agreed between the parties as follows:

1. This Agreement is entered into between COMPANY and the City for provision of facilities by COMPANY to the City for the City's use in its efforts to receive reports of emergencies from the public in the City's designated service areas.
2. As authorized by the Nine-One-One Emergency Number Act, 63 O.S. Supp. 1996, Sections 2814 and 2815, and City of Glenpool Ordinance Number 355 as amended, COMPANY shall:
 - a. Collect from service users and remit to the City a fee of five percent (5%) of the tariffed rate for local exchange access lines,
 - b. Retain two percent (2%) of the total amount collected as an administrative fee,
 - c. Apply the first monies received from service users to satisfy the emergency number charge, with any remaining funds to be credited for telephone charges, and

- d. Forward the net proceeds to the City, "ATTN: City Treasurer" on or before the last day of each month, pursuant to Section 2815 of the Emergency Number Act.
3. Service is provided solely for the use and benefit of the City and the provision of such service shall not be interpreted or construed as creating any obligation of COMPANY toward, or any right of action on behalf of any third party or other legal entity.
4. The City will be responsible for implementation of ongoing administration of all E-911 data management associated with its E-911 Service.
5. COMPANY shall subscribe to the use of the AT&T Master Street Address Guide (MSAG) as documented in the Interconnect Agreement between the two companies.
6. MSAG updates will be processed by COMPANY as quickly as reasonably possible and shall submit record entries and updates to the AT&T Data Base Management System as documented in the Interconnect Agreement between the two companies.
7. The parties hereto further agree that, in the absence of any delay occasioned by events or factors, which are beyond the control of COMPANY, the in-service date for the services covered by this Agreement shall be July 1, 2014. The contract term shall be from date of execution through the end of the City's current fiscal year, June 30, 2015; and that parties upon mutual agreement may renew this Agreement at the end of the contract term for successive one-year periods.
8. No additions, modifications, or removals of features will be made by COMPANY except as authorized by written amendment to this Agreement, signed by both parties.
9. COMPANY will provide maintenance for the company's facilities to the City's Public Safety Answering Point at no additional cost on a two (2) hour response time, twenty-four (24) hours-a-day. COMPANY will provide the City a contact and escalation list for this purpose.
10. Neither party shall be held responsible for any delay or failure in performance under this Agreement to the extent that such delay or failure is caused by circumstances beyond the control of such party, including without limitation, fire, flood, explosion, war, acts or omissions of carriers and other similar conditions ("Force Majeure Condition"). If a Force Majeure Condition occurs, the party whose performance is affected shall notify the other party and shall resume performance as soon as reasonably possible.
11. In the course of implementing and administering the E-911 Services, COMPANY may provide the City certain confidential numbers and

proprietary information, including nonpublished telephone numbers. The City agrees to keep such information confidential and to refrain from disseminating such information except to employees and agents of the City who, during the course of their employment, need to have access to such data for the purpose of implementing and administering E-911 Services. When such information is no longer needed for that purpose, the City will return such information to COMPANY at COMPANY's reasonable request.

12. The failure of either party to enforce any of its provisions of this Agreement, or a waiver thereof in any instance shall not be construed as a general waiver or relinquishment on its part of any such provisions, but the same shall, nevertheless, be and remain in full force and effect.
13. The City and COMPANY agree to comply with all applicable Federal, State and local laws, regulations, and codes in the performance of this Agreement.
14. All notices or other communications changes hereunder shall be deemed to have been duly given when made in writing and delivered in person or deposited in the United States mail, postage paid and addressed as follows:

To the City:
City of Glenpool
Attn: City Manager
P.O. Box 70
12205 S. Yukon Ave.
Glenpool, OK 74033

To COMPANY:
Cox Oklahoma Telcom, L.L.C.,
d/b/a Cox Communications
Attn: Shelly Lindsay or Donnice Robinson
6301 Waterford Blvd., Ste. 200
Oklahoma City, OK 73118

The address to which notices may be given or made by either party may be changed by written notice given by such party to the other pursuant to this paragraph.

15. The terms of this Agreement, and each of them, cannot be waived, altered or amended unless the same be consented to in writing by the parties hereto.
16. This Agreement contains the entire Agreement of the parties with respect to the service described herein, and no other Agreement, statement, or promises made by any party, or to any employee, officer, or agent of either party, which is not contained in the Agreement shall be binding or valid.

17. COMPANY further agrees that there will be no additional charges incurred by the City upon the execution of this Agreement.

18. COMPANY and the City shall each have the right to cancel this Agreement in the event of the other party's violation of any of the terms and conditions hereof upon ninety (90) days written notice of cancellation and failure by the other party to cure such violation.

IN WITNESS WHEREOF, said parties have caused this Agreement to be executed in their behalf as of the date indicated below.

THE CITY OF GLENPOOL

BY: _____
(Signature)

(Name)

(Title)

(Date)

Approved as to form:

(Name)

(Title)

Cox Oklahoma Telcom, L.L.C.
d/b/a Cox Communications

BY: _____
(Signature)

Percy Kirk _____
(Name)

Senior Vice President & General Manager
(Title)

(Date)

(Attest)

(Title)

Cox Oklahoma Telcom, L.L.C., d/b/a Cox Communications
E911 Escalation List

Toll free validation number

1-888-826-9662

Central Office Technician

Cox Communications NOC

1-888-826-9662

Available 24 X 7

Central Office Manager

Bill Berry

Office – 405-600-6848

Cell – 405-520-1300

Operations Manager

Shelly Lindsay

Office – 405-600-6397

Cell – 405-409-7264



To: HONORABLE MAYOR AND CITY COUNCIL/MEMBERS OF THE GEMS BOARD
From: Roger Kolman, City Manager
Date: July 7, 2014
Subject: GEMS Agreement

Background:

The Glenpool Area Emergency Medical Service District (GEMS) contracts with the City of Glenpool to provide support, organization, operation and maintenance services to GEMS in lieu of hiring their own staff. GEMS directly reimburses the City for the costs of those services as further set forth in the Agreement and in the annual budget.

While the proposed Agreement for FY2015 is substantially the same as the Agreement from prior fiscal years, staff is proposing some modifications that arose from recommendations made by the Auditor General in the draft of their audits for the 2008-2013 fiscal years. The most significant of those changes include:

- GEMS affirmatively accepting Ordinances, Resolutions, and administrative policies and procedures adopted by the City related to maintaining and processing the City's financial transactions.
- City affirmatively accepting responsibility to provide services to GEMS under the provisions of state law and local Ordinances, Resolutions, and administrative policies and procedures related to such services.
- Requiring GEMS to annually adopt a budget in accordance with statutory requirements.
- Linking the cost reimbursements for services provided under this Agreement to the budget adopted by GEMS.
- Adding a provision under which either party can elect to cancel the Agreement with 30 days of notice.

The costs related to this agreement are included in the budget adopted by GEMS .

Staff Recommendation:

Staff recommends approval of the Agreement between the City of Glenpool and GEMS.

Attachments:

Proposed Agreement.

AGREEMENT

This Agreement made and entered into on this 7th day of July 2014, by and between the City of Glenpool, Oklahoma, a municipal corporation, hereinafter referred to as "City," and the Glenpool Area Emergency Medical Service District, hereinafter referred to as "GEMS."

I. Stipulations

A. The parties hereto acknowledge and agree to the following:

1. The residents of the Glenpool Public School District voted in 1983 for the formation of an emergency medical service district and further voted to levy a tax in the amount of 3 mills for the purpose of providing funds to support, organize, operate and maintain the district.
2. City is a municipal corporation doing business within Tulsa County, State of Oklahoma.
3. GEMS is an emergency medical service district as defined in and having all powers, duties and privileges provided under the Oklahoma Constitution, Art. X, § 9C.
4. Since ratification, GEMS has continually functioned as an emergency medical service district and has been administered through five members serving as a Board of Trustees as prescribed by the Oklahoma Constitution. The governing and administration of GEMS shall continue with the election of the district board so structured and served by not less than five trustees.

II. City's Responsibilities

- A. City will act as the administrator of all GEMS funding, to wit: three mills, or as such sum may be changed either by vote or constitutional amendment.
1. City will administer said funds in accordance with the laws of the State of Oklahoma governing emergency medical service districts and City Ordinances, City Resolutions, and City policies, as they may be adopted or amended from time to time, governing the administration of City finances, and such rules, policies, and procedures that may, from time to time, be adopted by GEMS.
 2. City understands and agrees that the funds derived from the tax levy of three mills shall be used solely for support, organization, operation and maintenance of the district and administration of such duties.
- B. City will provide clerical and record-keeping duties in keeping with the Oklahoma Open Meeting Act and Open Records Act, at a cost to be subsidized in part by GEMS as provided by Section III. B. of this Agreement.
- C. City will provide legal services for GEMS and will ensure an attorney is present at all scheduled meetings of the Board of Trustees, at a cost to be subsidized in part by GEMS as provided by Section III. B. of this Agreement.

- D. City will provide administrative services for GEMS and will ensure that the designated administrator is present at all scheduled meetings of the Board of Trustees, at a cost to be subsidized in part by GEMS as provided by Section III. B. of this Agreement. Such administrator will act as the liaison between GEMS and City, and will make such reports to the GEMS Trustees as needed for the purposes of providing information, answering questions and carrying out such tasks that may be approved by the Board of Trustees. GEMS understands and agrees that the Glenpool City Manager cannot serve as the GEMS liaison.

III. GEMS's Responsibilities

- A. GEMS agrees to adopt such rules, policies, and procedures that will provide for orderly, lawful, and expedient financial and procedural administration by City as outlined above and to the fullest extent permissible under Oklahoma law.
1. GEMS stipulates that the Board of Trustees has the power and duty to promulgate and adopt such rules, policies, and procedures pursuant to Art. X, § 9C of the Oklahoma Constitution.
 2. GEMS further stipulates and agrees that the administrative services provided by the City under Section II shall be performed in accordance with the provisions of Ordinance 597 adopted by the City of Glenpool's City Council on June 2, 2008 and any further Ordinances and Resolutions or policies adopted by the City as may directly affect the provision of said administrative services.
- B. GEMS agrees that it shall annually prepare and adopt a budget in accordance with the provisions of the Emergency Medical Service District Budget Act.
- C. GEMS, in consideration of the services provided by City and described in Sections II.B., C. and D. of this Agreement, agrees to reimburse the City for the costs of providing those services during the term of this Agreement. Such costs shall be included in the annual budget adopted by GEMS

IV. Term of Agreement

This Agreement shall commence on the July 1, 2014, and shall continue through June 30, 2015. This Agreement will automatically be renewed each subsequent year, beginning July 1, 2015, unless either party notifies the other at least 90 days prior to the same of its intention not to renew.

V. Termination

Either party may cancel this Agreement, with or without cause, prior to the termination date by providing written notice to the other party 30 days before the cancellation date.

VI. Successors and Assigns

This Agreement shall be binding upon the successors and assigns of the parties hereto during the term of this Agreement and no provisions, terms or obligations herein contained shall be affected, modified, altered or changed in any respect whatsoever by the consolidation, merger or annexation, transfer or assignment of either party hereto, or affected, modified, altered or changed in any respect whatsoever by any change of any kind in the ownership or management of either party hereto, or by any change geographically of place of business of either party hereto.

VII. Savings Clause

- A. If any provisions of this Agreement, or the application thereof to any person or circumstance, is held invalid, the invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to this end, the provisions of this Agreement are several.
- B. It is understood that the foregoing is a complete understanding of all the terms and conditions governed by this Agreement during the contract period and it cannot be altered in any manner, save by the complete written concurrence of the parties subscribing hereto.

In witness whereof the parties have hereunto set their hands this 7th day of July, 2014.

City of Glenpool

Glenpool Area Emergency Medical Services District

Momodou Ceesay, Mayor

Momodou Ceesay, Chair
Board of Trustees

Attest:

Attest:

Susan White, City Clerk

Susan White, Board Clerk

Approved as to form:

Approved as to form:

Lowell Peterson, City Attorney

Lowell Peterson, Board Attorney



To: HONORABLE MAYOR AND CITY COUNCIL, GEMS CHAIRMAN AND BOARD
From: Susan White, City Clerk/GEMS Dist. Administrator
Date: July 7, 2014
Subject: Ambulance Agreement

Background:

The City of Glenpool and GEMS have jointly entered into an Agreement with EMS Plus for the past several years. The services provided by EMS Plus include emergency and non-emergency responses throughout the GEMS District. The reason for the multiple parties is, the City called for an election to create the GEMS District for the purpose of providing ambulance services for its (City's) residents. The Oklahoma Constitution, Article X empowers EMS Districts (GEMS), as established by an election, to provide ambulance services.

Ms. Kristie Walton, Owner of EMS Plus has affirmed that she desires a continued contractual relationship with the City and GEMS for FY 2015. The proposed Agreement represents only one substantive change from the FY 2014 Agreement. That change is added language in Section 17.2, which clarifies that the City and GEMS are not obligated to continue the Agreement in the event that the funding source terminates.

The proposed expenditures for this program are \$114,000.00 for FY 2015 ambulance services. The proposed funding is included in the adopted GEMS budget for FY2015. There is no year over year increase in the cost of this Agreement.

Staff Recommendation:

Staff recommends approval of the Agreement with EMS Plus for fiscal year 2015.

Attachments:

Proposed Ambulance Agreement

AMBULANCE SERVICE AGREEMENT

THIS Agreement ("Agreement") made and entered into as of the 1st day of July 2014, by and among the CITY OF GLENPOOL, OKLAHOMA ("GLENPOOL"), EMERGENCY MEDICAL SERVICES PLUS, LLC, ("EMS PLUS"), and the GLENPOOL AREA EMERGENCY MEDICAL SERVICES DISTRICT ("GEMS").

WHEREAS, GLENPOOL and GEMS have a need for emergency medical services provided by EMS PLUS for the health, welfare, and safety of the residents within their respective ambulance service jurisdictions; and,

WHEREAS EMS PLUS is engaged in the business of providing such emergency ambulance services, and is willing and capable of supplying emergency and non-emergency services to GLENPOOL and GEMS.

NOW THEREFORE, for and in consideration of the terms, covenants and conditions as hereinafter set forth, the parties have mutually agreed as follows:

I.

ADOPTION OF SERVICES

1.1 **Essential Services.** EMS PLUS will provide emergency and non-emergency medical services and qualified medical personnel to the residents of the Glenpool Ambulance Service Area as defined herein.

1.2 **Service Area.** The Glenpool Ambulance Service Area incorporated in this Agreement includes the Glenpool Public School District (GEMS district boundaries), and the corporate limits of GLENPOOL.

1.3 **Inspection.** GLENPOOL and GEMS shall have the unconditional right to reasonable unannounced inspections of every ambulance utilized in connection with this Agreement. Additionally, the same right of inspection shall apply to personnel who are directly manning ambulances and emergency equipment, including dispatching, which shall be utilized in the fulfillment of the terms and conditions of this Agreement.

1.4 **Term.** The initial term of this Agreement shall commence on the 1st day of July 2014 and authorization shall continue thereafter through the 30th day of June 2015, subject to renewal by GLENPOOL, GEMS, and EMS PLUS on each anniversary. It is anticipated in good faith, although not promised, that this Agreement shall be renewed for additional periods of similar duration unless either party notifies the other at least 90 days prior to the same.

II.

RESPONSIBILITIES OF EMS PLUS

2.1 Availability. At least one ambulance assigned to the Glenpool Ambulance Service Area will be based within GLENPOOL.

2.2 Advanced Life Support. EMS PLUS shall provide one Advanced Life Support ambulance on a full time basis to the Glenpool Ambulance Service Area for emergency responses on a 24-hour per day, 365 days per year basis.

2.3 Advanced Life Support Qualified Personnel. EMS PLUS shall provide competent and duly qualified personnel to attend one Advanced Life Support ambulance on a full time basis in the Glenpool Ambulance Service Area for emergency responses. Such personnel shall be stationed within GLENPOOL, except during transports that may temporarily remove them from the city limits of GLENPOOL.

2.4 Additional Ambulance Service. For the provision of non-emergency transports, EMS PLUS shall dispatch an additional ambulance, when possible, to effect such transports without taking the primary ambulance out of the Glenpool Ambulance Service Area.

III.

AMBULANCE EQUIPMENT

3.1 Minimum Equipment Standards. EMS PLUS will, at all times, supply emergency equipment in compliance with Oklahoma Emergency Medical Services Regulations, 310:641-3-23, Equipment for Ground Transport Vehicles, to include without limitation:

- Essential Basic Medical Equipment;
- Mandatory Extrication Equipment,*
 - * all heavy extrication services must be provided by the Glenpool Fire Department
- Advanced Life Support Medical Equipment

3.2 Business Name. The "EMS PLUS" business name will be placed on each side and rear of the vehicle for ready identification.

3.3 Right to Inspect. All EMS PLUS vehicles, for use in conjunction with the Glenpool Ambulance Service Agreement, shall be subject to unannounced inspections by a qualified designee of GLENPOOL and/or GEMS, as to the clinical and mechanical worthiness of the vehicle.

3.4 Vehicle Maintenance. All EMS PLUS vehicles shall be in good mechanical and serviceable condition at all times, so as not to be hazardous to the patient(s) or crew members. All preventative maintenance schedules shall be readily accessible during regular business hours to a GLENPOOL and/or GEMS representative.

3.5 Emergency Permit. All EMS PLUS vehicles utilized in connection with this Agreement shall have a permit and/or inspection decal affixed by the Oklahoma State Department of Health – EMS Division – with no less than a Class “A” permit which indicates compliance with applicable sections as a primary “first out” emergency vehicle.

3.6 Disposable Medical Supplies. EMS PLUS will replace all disposable medical supplies, utilized by any first response group, in the performance of their duties, duly authorized by GLENPOOL, at no charge to the assisting agency.

IV.

STAFFING

4.1 Minimum Personnel. Each ambulance which EMS PLUS shall dedicate to GLENPOOL and/or GEMS shall have on staff an adequate number of emergency medical personnel in order to respond to all calls. Specifically, EMS PLUS will provide, as a minimum: one Emergency Medical Technician at the Basic level and one Emergency Medical Technician at the Paramedic level who will respond to any emergency. The only exception is in the event of a disaster, secondary ambulance responding or mutual aid response.

4.2 EMS Paramedic. Under no circumstance during the transport of an emergency ambulance patient will the attendant be less than a licensed EMS Paramedic, when transported by the Glenpool primary ambulance.

4.3 Driver Qualifications. In addition, each ambulance shall have a driver which is not less than an EMT Basic.

4.4 Exceptions for Documented Disasters. In unique and unexpected circumstances, including a disaster, the minimum driver requirement may be altered to facilitate a transport of an emergency patient with either a law enforcement officer, fireman or authorized Emergency Medical Responder as driver. In this event, a written report of the circumstances, reason and any other pertinent information regarding the call will be forwarded to the State of Oklahoma Department of Health, EMS Division with copies forwarded to GLENPOOL and GEMS within ten (10) working days.

V.

PHYSICIAN MEDICAL DIRECTOR

5.1 Medical Director Qualifications. EMS PLUS shall agree to, at all times, employ a licensed physician Medical Director who is a fully licensed, non-restricted Doctor of Medicine (M.D.) or a Doctor of Osteopathy (D.O.) in the State of Oklahoma who shall:

- o Be Board Certified in emergency, family, internal, or surgery medicine or possess and maintain current certification in Advanced Cardiac Life Support and advanced Trauma Life Support;
- o Be familiar with the design and operation of pre-hospital emergency medical service systems.

- o Have experience in the emergency department management of the acutely ill or injured patient(s) in the urban setting.
- o Be knowledgeable in and actively involved with quality assurance and the education activities of the ambulance service.
- o Maintain Oklahoma State Department of Health, Emergency Medical Services Division certification / approval as a Medical Director.
- o Develop medical protocols for patient care techniques, both on line and off line, and present said protocols for approval by OSDH-EMS. Protocols shall include medications to be utilized, treatment modalities for patient care procedures, and appropriate security procedures for controlled and dangerous drugs.
- o Supervise a quality assurance (QA) program.
- o Work together to offer optimal care to all ambulance patients in the most efficient manner available within the area.
- o Agree to provide Medical Direction to any Emergency Medical Response Agency duly authorized by GLENPOOL.

Evidence of compliance with these qualifications shall be made available to either of GLENPOOL or GEMS upon request.

VI.

COMMUNICATIONS

6.1 Emergency Response Coordination. EMS PLUS, in connection with its provision of service to GLENPOOL and GEMS, will agree to correlate its actions with the Glenpool Police Department, Fire Department and Emergency Medical Response Agency at all times.

6.2 Dispatch. Until such time as EMS PLUS can update its dispatch department to full EMD certification, the Glenpool Police Department shall provide all emergency call reception and initial notification of the ambulance crew. After initial notification of the ambulance crew and the ambulance is en route to the scene of the emergency, EMS PLUS dispatchers shall assume the responsibility of completing the dispatch responsibilities for that call. After EMS PLUS dispatch has upgraded to EMD standards, any request for ambulance service received by the Glenpool 911 system shall be forwarded directly to the EMS PLUS dispatch center for call classification; ambulance dispatching; emergency medical responder dispatching, if needed and pre-arrival instruction for the reporting party. These upgraded procedures are subject to review, revision and approval of GLENPOOL before taking effect.

6.3 Call Classification. EMS PLUS shall be responsible for determining call priority and utilizing a classification system.

6.4 Response Times. The following response times shall be monitored and accurately recorded so that continual audit of these times may be performed as a method to assure the most efficient responses are being performed:

- Time request for EMS response is received at the dispatch center (this time should be indicated when sufficient information has been received from the caller to initiate a response)

- Time ambulance is notified
- Time ambulance is en route
- Time ambulance is on the scene
- Time ambulance is en route to the hospital or is available if not needed
- Time ambulance arrives at the hospital
- Time ambulance is back in Glenpool Ambulance Service Area

6.5 Response Time Standards. EMS PLUS agrees to maintain a service response time of eight minutes or less with a 90% reliability for all emergency calls within the Glenpool School District as well as all portions of the city limits north of 181st Street South. A response time of ten minutes or less with a 90% reliability will be maintained for all emergency calls in all portions of the city limits south of 181st Street South. These minimum response times apply equally to secondary ambulance responses by EMS PLUS when a secondary ambulance is located within the Glenpool Ambulance Services Area at the time and an additional unit is required for an existing emergency or a new emergency.

6.6 Secondary Response Time Standards. EMS PLUS agrees to maintain a service response time of 20 minutes or less with a 95% reliability for any emergency call with an out of service area, secondary ambulance, or mutual aid response within the district. For use in this document, an out of service area secondary ambulance response is defined as an additional EMS PLUS ambulance responding to a request for ambulance service while the primary EMS PLUS ambulance, assigned to GLENPOOL is assisting another patient or a second EMS PLUS ambulance responding to assist the EMS PLUS ambulance assigned to GLENPOOL. A Mutual Aid response is defined as an ambulance responding, at the request of EMS PLUS, from another ambulance service in the area, to the request for ambulance in the Glenpool Ambulance Service Area. Mutual aid responses from an outside service responding to GLENPOOL as well as mutual aid responses performed by EMS PLUS outside of GLENPOOL are exempt from required response times.

6.7 Penalty Provision. EMS PLUS agrees it shall pay, as penalty provision, to GLENPOOL, the sum of \$10.00 per minute for each "late minute" for response times in which it exceeds the maximum allowable as stated herein. This provision shall be enforced at the sole discretion of GLENPOOL.

VII.

PURCHASES

7.1 Local Support. EMS PLUS shall agree to purchase fuel and supplies from merchants in GLENPOOL if possible and at its own expense but shall not be obligated to do so if prices are not competitive (by more than 5%) or specific supplies and/or services are not available in GLENPOOL.

VIII.

INSURANCE

8.1 Vehicle Insurance. EMS PLUS shall provide all vehicle and professional liability insurance, and will provide a Certificate of Insurance to the Glenpool City Manager upon start of operations.

The City Manager or his designee shall be notified of any cancellation or replacement of insurance, by the company or agent, providing such insurance.

8.2 Workers' Compensation. EMS PLUS shall maintain, during the term of this Agreement, Worker's Compensation insurance as prescribed by the laws of the State of Oklahoma.

8.3 Certificate of Insurance. EMS PLUS agrees to furnish to GLENPOOL and GEMS, upon issuance of this Agreement, an original Certificate of Insurance which would indicate the types of insurance, the amount of insurance and expiration dates of all policies carried by EMS PLUS.

IX.

ACCESSIBILITY

9.1 No Ability to Pay Exemption. EMS PLUS shall deny no one access to emergency care and transportation regardless of ability to pay.

9.2 Offsets. EMS PLUS shall provide mechanisms to offset out-of-pocket costs to patients. Examples are subscriptions, third party reimbursement invoicing, scheduled payment programs, etc.

X.

OPERATIONS REPORTS AND RECORDS

10.1 Reporting Requirements. EMS PLUS agrees to make all HIPAA-compliant records and reports in connection with GLENPOOL available to the City Manager, or his/her designees, on behalf of GLENPOOL and GEMS upon request and shall submit a monthly log report prior to each City Council Meeting held on the third Monday of each month. The log report shall include, without limitation, the following information:

- Call number
- Unit number
- Call times
- Call date
- Attendants' employee numbers
- The record of response times required by Section 6.4 of this Agreement.

All reports shall be sanitized of protected health information, as defined and mandated by the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

XI.

COMMUNITY EDUCATION

11.1 Availability. EMS PLUS agrees to be available upon request to aid in and/or conduct community education programs, including, but not limited to, CPR and First Aid programs. EMS PLUS

shall agree to make community education an integral part of any agreement and of its operation in GLENPOOL.

11.2 Cost Limitation. All courses administered in GLENPOOL by EMS PLUS shall be at no expense to the participants except for actual cost of materials and instructor fees.

11.3 Continuing Education. Members of the Glenpool Emergency Medical Response Agency may attend any classes held as continuing education for the employees of EMS PLUS at no charge.

11.4 Medical Responder Training. EMS PLUS shall provide to the Glenpool Emergency Medical Response Agencies biannual Emergency Medical Responder Courses and Emergency Medical Responder Refresher Courses, as needed. EMS PLUS shall also provide Quality Improvement/Quality Assurance oversight services for the Glenpool Emergency Medical Response Agencies.

XII.

STAND BY SERVICES

12.1 Response to Incident. EMS PLUS shall respond, upon the request of the Police Chief or Fire Chief, to the scene of any incident, which could result in possible personal injury or death to the individuals there. This service will result in no cost to GLENPOOL.

12.2 Public Events. EMS PLUS agrees to be available, upon the request of the City Manager, or his designee to “stand by” on location at public events, including, but not limited to, football games, basketball games, baseball/softball games, firework displays, etc. There shall be no charge for standby services, at Glenpool-sanctioned events, within the city limits of GLENPOOL.

12.3 Caveat for Emergencies. Any time EMS PLUS is performing a stand by service, it is to be understood, that ambulance will be available to respond to emergency calls and may have to leave the stand by location at any time.

XIII.

PATIENT CHOICE

13.1 Choice of Facility. EMS PLUS shall honor the patient’s choice of hospital, medical facility, nursing home or other facility when the patient’s condition permits a choice to be made.

13.2 Incapacity of Patient to Choose. Should a patient be unconscious or without family to direct his/her destination to a medical facility for treatment, he/she shall be transported to the nearest hospital where appropriate services are available.

13.3 Traumatic Injury. In the case of traumatic injury, under certain circumstances, the patient’s destination shall be directed by the Tulsa Regional Trauma Advisory Board, Trauma Referral Center, as mandated by the Tulsa Regional Trauma Triage and Transport Plan.

XIV.

SCHEDULE OF FEES

14.1 Specified Fees. Unless otherwise negotiated, the fees specified here are those which EMS PLUS will charge persons utilizing its services:

▪ Emergency Base Rate Level I	\$700.00
▪ Emergency Base Rate Level II	\$750.00
▪ Non Emergency Base Rate	\$400.00
▪ Mileage per Loaded Mile	\$12.00

14.2 Adjustments. Any fee schedule adjustment desired by EMS PLUS shall be submitted to the City Manager and shall be approved by GLENPOOL and/or GEMS prior to becoming effective.

XV.

MEMBERSHIP PROGRAM

15.1 Cost. EMS PLUS will offer to the citizens of GLENPOOL and its surrounding area, an Ambulance Membership Program, to be available for purchase, by the public, during the month of January. The fee schedule for this service is \$60.00 annually. This membership will be available to home owners within the Glenpool School District, for a cost of \$30.00, after proof of home ownership is received by EMS PLUS.

15.2 Benefit. The membership program will cover the coinsurance or deductible portion of the ambulance bill for all medically necessary emergency ambulance services. The membership will also cover the co-insurance or deductible portion of the ambulance bill for all non-emergency ambulance services if the patient has insurance coverage. If the patient of a non-emergency ambulance transport does not have insurance, the membership will provide a substantially discounted rate.

15.3 Reasonable Necessity. The membership will apply only when other means of transportation would be unsafe due to the patient's medical condition(s). Generally, patients must be suffering from an emergency condition or must be bed confined.

15.4 Right to Bill. EMS PLUS reserves the right to bill any insurance the membership holder may be eligible for.

XVI.

PRIMARY PROVIDER

16.1 Statutory Compliance. All parties agree that EMS PLUS shall be responsible for responding to all emergency and non-emergency ambulance calls within the Glenpool Ambulance Service Area for the term of this Agreement or any extensions thereof, pursuant to the Oklahoma Emergency Medical Services statutes at Title 63 O.S. §§ 1-2501 *et seq.*

16.2 Mutual Aid. The foregoing paragraph to the contrary notwithstanding, the parties hereto understand and agree that in the event that services provided by EMS PLUS are not available due to emergency, from time to time necessitate, utilization of another emergency medical service,

then in that event, EMS PLUS will have the duty to arrange for the services of another ambulance service provider not affiliated with EMS PLUS. All requests for mutual aid from other ambulance services will be the responsibility of EMS PLUS.

XVII.

SUBSIDY ARRANGEMENT

17.1 Contingency. It is specifically intended that a subsidy arrangement may be necessary.

17.2 Monthly Charge. For the aforementioned services, GEMS shall agree to pay Emergency Medical Services Plus, LLC, the sum of \$9,500.00 per month until such time as the Agreement is negotiated for renewal or until such time as the funding source for this obligation terminates in accordance with its terms or otherwise, whichever occurs first.

17.3 Subsequent Agreement(s). Should GLENPOOL, GEMS and EMS PLUS agree to renew this Agreement subsequent to the expiration of the term of this Agreement, the monthly subsidy arrangement shall be negotiated for the renewal period.

ACCEPTED AND APPROVED this 7th day of July 2014.

Emergency Medical Services Plus, LLC

By: _____
Kristie A. Walton, Managing Partner

Attest:

By: _____

Glenpool Area Emergency Medical Services District, Glenpool, Oklahoma

By: _____
Momodou Ceesay, Chair

Attest:

By: _____
Susan White, Clerk

City of Glenpool

By: _____
Momodou Ceesay, Mayor

Attest:

By: _____
Susan White, City Clerk

Approved as to form:

By:
Lowell Peterson, GEMS & City Attorney



To: HONORABLE MAYOR AND CITY COUNCIL

From: Charles Barnes, CPA 
Finance Director

Date: July 7, 2014

Subject: Request for Amendment to Budget

There has arisen a need to fund projects in the General Fund Streets & Parks Department regarding signal improvements. The estimated amount for these projects is \$65,500. To fund these projects, we are asking the City Council to amend the FY2014-2015 budget. There is an unexpended fund balance in the Glenpool Industrial Authority Fund. We desire to transfer \$65,500 from the Industrial Authority to the General Fund for the purpose of funding these projects. Staff recommends approval.

RESOLUTION 14-07-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENPOOL AMENDING
THE FY 2014 – 2015 ANNUAL BUDGET IN COMPLIANCE
WITH THE MUNICIPAL BUDGET ACT

WHEREAS, Oklahoma Statutes, Title 11, Sections 17-201, *et seq.*, (the “Municipal Budget Act”) require any incorporated city which, by resolution of the governing body, has opted to come under and comply with the provisions and requirements of the Municipal Budget Act to prepare and approve an annual budget for the purposes set forth therein; and

WHEREAS, The Glenpool City Council duly adopted by resolution, following notice and public hearing thereon, the Annual Budget for FY 2014-2015 at its regular session on June 16, 2014; and

WHEREAS, The Municipal Budget Act expressly authorizes the governing body to amend the budget to transfer money from one fund to another fund or to authorize supplemental appropriations as the governing body deems necessary and appropriate; and

WHEREAS, The Glenpool City Council has determined that there are available unexpended and unencumbered fund balances from the prior fiscal year which had not been appropriated in the current budget that are available to fund supplemental appropriations for the 2014-2015 fiscal year; and

WHEREAS, The Glenpool City Council deems it necessary and appropriate to amend the budget as provided, and for the purposes stated, herein.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Glenpool:

- A. That the Annual Budget for fiscal year 2014-2015, as approved on June 16, 2014, be and hereby is amended as follows:

	SOURCE		USE
INDUSTRIAL AUTHORITY			
Unexpended Prior Fund Balance	\$65,500		
Operating Transfer Out			\$65,500
GENERAL FUND			
Operating Transfer In	\$65,500		
Streets & Parks - Projects			\$65,500

- B. That the Finance Director, with the approval of the City Manager, may make further transfers between departments and accounts within a fund. Any additional appropriations must be approved by the Council prior to implementation.

PASSED AND APPROVED this 7th day of July 2014.

Momodou Ceesay, Mayor

Attest:

Susan White, City Clerk

Approved as to Form:

Lowell Peterson, City Attorney



To: HONORABLE MAYOR AND CITY COUNCIL
From: Roger Kolman, City Manager
Date: July 7, 2014
Subject: ODOT Resolution

Background:

The Oklahoma Department of Transportation (ODOT) has determined that the intersection of Highway 75 and Highway 117 (121st Street) has met the appropriate warrants for a full signalization. The proposed signal would replace the existing three way stop at the intersection on the east side of Highway 75. ODOT estimates that the cost of construction for the signal would be approximately \$150,000, with the State and the City splitting that cost on a 75/25 basis. The City would be responsible for the ancillary costs of design and utility relocation if necessary.

At this time, ODOT is requesting that the City Council adopt a resolution supporting the project and pledging matching funds in order to begin the process.

This project was not contemplated when the annual budget was adopted, therefore a budgetary amendment is requested. Given the positive impact that this project will have on residents and area retail businesses, staff recommends that the project be funded through a transfer from the IDA.

Staff Recommendation:

Staff recommends adoption of the Resolution.

Attachments:

Proposed Resolution.

RESOLUTION NO.: 14-07-03

**A RESOLUTION OF THE CITY OF GLENPOOL, OKLAHOMA
APPROVING PARTICIPATION WITH THE STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION IN A TRAFFIC SIGNALIZATION PROJECT.**

WHEREAS; The Oklahoma State Department of Transportation (the Department) has completed a traffic study associated with the intersection of U.S. Highway No. 75 and State Highway No. 117 (121st Street South) in the City of Glenpool, Oklahoma, and the results of said study indicate that traffic control signalization improvements (the Project) are warranted at this location and,

WHEREAS; The City of Glenpool (the City) agrees to provide any additional right-of-way or easements that may be necessary for such construction and also agrees to move or have relocated any existing utilities necessary for the completion of the Project and,

WHEREAS; The Department agrees that Federal-Aid Program project funds shall be used to provide seventy five percent (75%) of the total estimated construction costs of the Project. The City hereby agrees that local funds shall be used to fulfill their obligation to pay twenty five percent (25%) of the total estimated construction cost of the Project.

WHEREAS; The City agrees to provide any additional matching funds required to satisfy their agreed participation share (25%) of the final project costs after auditing, as outlined in the maintenance agreement between the City and the Department and,

WHEREAS; The City further agrees to deposit with the Department the estimated matching funds required prior to the advertisement for bids for the construction of the Project and,

WHEREAS, The City further agrees to engage a competent Professional Engineer licensed to practice engineering in the State of Oklahoma and to pay all associated engineering design costs necessary for the preparation of all construction plans and specifications for the Project in accordance with the applicable Department policies, design standards, and construction specifications and,

WHEREAS; The City agrees to execute a maintenance agreement with the Department whereby the City agrees to maintain the traffic signal devices installed as part of the Project to a level of service acceptable to the Department and to pay all utility expenses associated with the operation of the traffic signal devices associated with the Project

NOW, THEREFORE, BE IT RESOLVED; That the City Council of the City of Glenpool, Oklahoma hereby Requests the Department to concur in the selection of the Project for construction, and submit same to the Federal Highway Administration for their approval.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Glenpool and duly signed by the Mayor this 7th day of July, 2014

THE CITY OF GLENPOOL, OKLAHOMA

By: _____
Momodou Ceesay - Mayor

ATTEST:

By: _____
Susan White - City Clerk

MEMORANDUM

TO: HONORABLE MAYOR and CITY COUNCIL

FROM LYNN BURROW, PE
COMMUNITY DEVELOPMENT DIRECTOR

RE: ENGINEERING DESIGN PROPOSAL
TRAFFIC SIGNALIZATION IMPROVEMENTS
INTERSECTION OF STATE HIGHWAY 117 &
U.S. HIGHWAY NO. 75

DATE: JUNE 30, 2014

Background:

This is a request for consideration and possible action regarding the review and approval of a proposal submitted by Traffic Engineering Consultants, Inc. (TEC) of Tulsa. The attached proposal covers the engineering design and production of construction documents and specifications necessary for the installation of traffic signalization improvements to be installed at the intersection of 121st Street and US Highway 75. As was approved in Resolution No. 14-07-03, the City has agreed to pay twenty five percent (25%) of actual construction costs and all of the engineering design fees associated with this signalization project as its responsibility as a participant with the Oklahoma State Department of Transportation (ODOT). In response to this requirement, the City solicited and has received the attached engineering proposal from TEC in the amount of \$28,000. The design proposal results from a coordination meeting held with City Staff June 27th where the scope of the project was outlined and an engineering proposal requested that covers the design and permitting of the project. Generally, the project consists of the design and ODOT approval of all construction plans and specifications necessary for the installation of new traffic signals to be located on 121st Street at the northbound on and off ramps to US Highway 75. Also included is the design and equipment specification necessary for the coordination of the new signal improvements with the existing signals located on 121st Street - west of Highway 75. Upon approval of the construction documents, ODOT will place the project out to bid, award the project to the successful bidder, and oversee the actual construction. Upon project completion, the City will be required to accept ownership of the new facilities and be responsible for any associated maintenance.

Staff Request:

Based on the review of scope of work contained in the proposal received from TEC, Staff recommends approval of the proposal in an amount not to exceed \$28,000 and to authorize the City Manager to enter into an agreement for the specified work.

Attachments: TEC Proposal



June 30, 2014

Lynn Burrow
Community Development Director
City of Glenpool
PO Box 70
Glenpool, OK 74033

**SUBJECT: Proposal for Traffic Signal Design and Coordination Timing
121st Street & US-75 NB Ramps
Glenpool, Oklahoma**

Please accept this letter as a proposal for Traffic Engineering Consultants, Inc. (TEC) to provide professional traffic engineering services for design of a new traffic signal at the above referenced intersection in Glenpool. The new signal will be designed in accordance with all current ODOT specifications and MUTCD requirements. The services will include the preparation of all plans and cost estimates.

A topographical survey will be required. TEC will arrange for that work to be performed by a subconsultant and the cost is included in this proposal.

TEC will complete the preliminary design plans for the traffic signal within 60 calendar days of receiving your notice to proceed. The plans will be submitted to ODOT and the City for review. Final plans will be completed within 30 calendar days of receiving review comments from ODOT and the City.

The signal shall have an Econolite controller so that it is compatible with the existing signal system (2 signals) on the west side of US-75. It will also have a radio communication link to tie it into the existing system. The existing system appears to be functional, but it has never had coordination timing plans installed. TEC will work with SignalTek to confirm that all necessary equipment is installed and functioning at the two existing signals so that the three signals can be properly coordinated. Any modifications needed to either of these two cabinets will be included in this project.

The new signal shall be designed with a 16 load bay cabinet such that it could be tied to a possible future signal at the US-75 SB Ramps if signalization of the entire interchange is justified in the future.

Traffic Engineering Consultants, Inc.

6000 S. Western Avenue, Ste. 300 | Oklahoma City, Oklahoma 73139 | Ph. 405-720-7721

6931 S. 66th E. Avenue, Ste. 100, | Tulsa, Oklahoma 74133 | Ph. 918-481-8484

Website: www.tecok.com



The design plans for the traffic signal will be provided as described for a fixed lump sum fee of \$15,000.00. The topographical survey will be provided for an additional lump sum fee of \$3,000.00 for a total fee of \$18,000.00. Additional services, if required and authorized in advance, will be provided for additional fees to be billed on an hourly basis according to the attached rate schedule. Invoices will be submitted monthly based on percent complete.

Subsequent signal coordination timing development and implementation will be provided after construction of the signal is complete for a fixed lump sum fee of \$10,000. At that time new a.m., midday and p.m. peak hour turning movement counts will be collected at Waco, Vancouver, US 75 SB and US 75 NB and 96-hour tube counts will be collected on 121st Street for use in developing efficient coordination timing plans.

Should you have any questions, please call. If these terms are acceptable, please execute below and return one copy to this office as a notice to proceed. We look forward to working with ODOT and the City of Glenpool to see this important project completed successfully. Thank you for inviting our proposal.

Sincerely,

Jon Eshelman, P.E., PTOE
Tulsa Manager

Approved:

City of Glenpool

Date

Traffic Engineering Consultants, Inc.

6000 S. Western Avenue, Ste. 300 | Oklahoma City, Oklahoma 73139 | Ph. 405-720-7721

6931 S. 66th E. Avenue, Ste. 100, | Tulsa, Oklahoma 74133 | Ph. 918-481-8484

Website: www.tecok.com



TRAFFIC ENGINEERING CONSULTANTS

Hourly Rate Schedule

Classification	Hourly Rate
Senior Engineer	\$ 145.00
Engineer	\$ 100.00
Engineer Intern	\$ 62.00
Technician	\$ 71.00
CAD Operator	\$ 48.00
Data Collector	\$ 41.00

Traffic Engineering Consultants, Inc.

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Website: www.tecok.com

MEMORANDUM

TO: HONORABLE MAYOR and CITY COUNCIL

**FROM: LYNN BURROW, PE
COMMUNITY DEVELOPMENT DIRECTOR**

**RE: THE METROPOLITAN ENVIRONMENTAL TRUST AUTHORITY
FY 2014/2015 ANNUAL FEE SCHEDULE AND INVOICE**

DATE: JUNE 30, 2014

BACKGROUND

This item is for Council consideration and action regarding the review and approval of an invoice issued to the City of Glenpool as a beneficiary member of the Metropolitan Environmental Trust Authority in the amount of \$7,643.58. As stated in the attached invoice, the specified amount covers the first half of the FY 2014/2015 membership dues and recycling depot costs assessed Glenpool as a participating member of the Trust. Also attached is a copy of a publication generated by the Trust that demonstrates the fee structure assessed all of the member communities. As noted, the annual fees are divided between administration costs and operational costs related to the recycling centers located within each participating community. Also note that the administrative costs are allocated and assessed to each community based on population. The cost assessed for the recycle centers is based on the actual number of centers located in any one community.

Funding for the annual M.E.T. membership has been accounted for within the City of Glenpool FY 2014/2015 budget and is paid by GUSA from the Recycle Program Fee line item within the Refuse budget category. The total amount for this line item is \$30,000 as was approved in the FY 2014/2015 City budget.

Recommendation:

Staff has reviewed the attached invoice and fee schedule from the M.E.T. and recommends Council approval to pay the invoiced amount of \$7,643.58 from the referenced budgetary line item in the FY 2014/2015 budget.

Attachments:

- A. The M.E.T. Invoice No. 1549
- B. The M.E.T. FY 2014/2015 Assessment Calculation Schedule



INVOICE

Date: July 1, 2014
Invoice #: 1549

Bill To:

City of Glenpool
Attn: City Manager
PO Box 70
Glenpool, OK 74033

Remit To:

The M.e.t.
Williams Tower One
One West Third Street, Suite 110
Tulsa, Ok 74103

Description	Amount
M.e.t. Membership Dues (General Administration Budget) for the FIRST half of FY 14/15 <i>M.e.t. code 4020-1-00</i>	\$2,143.58
Recycling Depot (Depot Program Budget) for the FIRST half of FY 14/15 <i>M.e.t. code 4020-2-g</i>	\$5,500.00
Amount Due	\$7,643.58

Williams Tower I, One West Third Street, Suite 110 Tulsa, Oklahoma 74103 ** Phone (918)584-0584

S.A.&I.427 (1983)

AFFIDAVIT FOR PAYMENTS IN EXCESS OF \$1,000.00

STATE OF OKLAHOMA)
 SS
COUNTY OF Tulsa)

The undersigned (architect, contractor, supplier or engineer), of lawful age, being first duly sworn, on oath says that this invoice or claim is true and correct. Affiant further states that the (work, services or materials) as shown by this invoice or claim have been (completed or supplied) in accordance with the plans, specifications, orders or requests furnished the affiant. Affiant further states that (s)he has made no payment directly or indirectly to any elected official, officer or employee of the State of Oklahoma, any county or local subdivision of the state, of money or any other thing of value to obtain payment.

X Michael Patton
(Contractor, supplier or engineer)
Michael Patton, M.e.t. Director

Subscribed and sworn to before me this 18 day of

June, 2014



Teresa L. Hannam
Notary Public (or Clerk or Judge)
01009594
Architect

Subscribed and sworn to before me this _____ day of _____

Notary Public (or Clerk or Judge)

Note:

Copy of this Affidavit must be attached to any invoice submitted by an architect, contractor, Engineer or supplier of material in excess of \$1000.00.



The M.e.t. FY 14/15 ASSESSMENT CALCULATIONS

APPROVED AT M.E.T. BOARD OF TRUSTEES MEETING ON MARCH 6, 2014

Combined Programs - Assessments for FY 14/15 Budget

	<u>BENEFICIARY</u>	<u>Administration</u> <u>Budget</u>	<u>Depot*</u> <u>Budget</u>	<u>HHP</u> <u>Budget</u>	<u>Three Budgets</u> <u>Total</u>
1	Bixby**	\$ 5,513.19	\$ 11,000.00	\$ 6,863.47	\$ 23,376.66
2	Broken Arrow***	\$ 14,637.70	\$ 60,000.00	\$ 30,841.85	\$ 105,479.55
3	Claremore**	\$ 5,114.36	\$ 16,500.00	\$ 3,307.74	\$ 24,922.10
4	Collinsville**	\$ 3,678.59	\$ 11,000.00	\$ 3,854.78	\$ 18,533.37
5	Coweta**	\$ 4,053.13	\$ 11,000.00	\$ 2,669.53	\$ 17,722.66
6	Glenpool**	\$ 4,287.16	\$ 11,000.00	\$ 4,584.16	\$ 19,871.32
7	Jenks**	\$ 4,998.94	\$ 16,500.00	\$ 7,136.99	\$ 28,635.93
8	Owasso*	\$ 7,491.85		\$ 8,778.09	\$ 16,269.94
9	Sand Spr**	\$ 5,179.48	\$ 16,500.00	\$ 10,419.20	\$ 32,098.68
10	Tulsa-City****	\$ 47,926.30	\$ 264,000.00	\$ 288,860.17	\$ 600,786.47
11	Tulsa-Co. (unincorp)**	\$ 6,919.30	\$ 11,000.00	\$ 7,684.02	\$ 25,603.32
Total=		\$ 109,800.00	\$ 428,500.00	\$ 375,000.00	\$ 913,300.00

*As of Mar 2014 Owasso does not participate in the Depot Program but pays \$1,000 for education in the Administration Budg.

**Bixby, Claremore, Collinsville, Coweta, Glenpool, Jenks and Sand Springs are based on a flat fee in Depot Program's sub-budget.

**Tulsa County based on a flat fee that helps defer costs to all the centers in Depot Program's sub- budget.

***Broken Arrow has a contracted amount for Depot Program's sub-budget in the amount of \$60,000.

****City of Tulsa has 4 centers at \$60,000, each center for Depot Program's sub-budget, plus \$24,000 for education.

Today's date = 3/6/2014



Community Development Director's Report

June 30, 2014

To: Glenpool City Council

Mayor, Councilors

Specified City Projects:

The following is a report highlighting and summarizing the various activities that are currently being administered by the Community Development Department related to certain on-going private commercial and residential development projects within the City:

Private Development and/or Building Projects:

Grandview Heights Apartments: MonTapp Addition

- On-site storm sewer construction has started and will likely take 30-45 days to complete.
- Public waterline and sanitary sewer mainline construction is anticipated to start by the first week in July.
- To-date, twenty (23) individual building permits have been issued covering the project's clubhouse and a certain number of apartment unit buildings located throughout the project site.
- The Developer estimates the \$28,000,000 project will take approximately 15 months from the ground breaking in April to fully complete. At this time, no official completion or grand opening date has been issued by the Developer.

Holiday Inn Express: MonTapp Addition

- The exterior of the building structure is 100% complete at this time.
- The interior improvements and finishes are 100% complete at this time.
- Final inspections covering the building improvements are scheduled for the first week of July.
- Site related improvements including landscape and hardscape features and project signage are 100% complete.

PO Box 70, 12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641

Mayor Momodou Ceesay, Vice-Mayor Alyce Korb, Councilors: Tim Fox, Patricia Agee

City Manager Roger Kolman, City Clerk Susan White

www.glenpoolonline.com

- Full project completion is anticipated approximately July 7, 2014.
- The Developer states that the facility will be open for business on July 8th with a Grand Opening event to be scheduled later in July.

Mansfield Lane Residential Subdivision:

- This project is located on the east side of Elwood Avenue at 147th Street, abuts the south boundary of Glen Village, and consists of 88 single family residential lots.
- Public utility infrastructure improvement construction has been fully completed.
- Full completion of all other development improvements is anticipated by July 15, 2014.
- Final Subdivision Plat release for recording will follow construction completion and acceptance by the City and is anticipated to occur later in July. At that time, the City should be in position to begin issuing building permits on individual lot in this project.

Glenn Abbey Addition: Phase II

- Public utility infrastructure improvements serving the development have been completed and are in the testing and final acceptance by City inspection staff currently.
- Paving construction within the development has started with completion anticipated by August 15th.
- Full project completion of the development improvements for the addition is being predicted to be on or before August 30st, 2014, at which time the City will be in position to accept the public improvements and release the Subdivision Plat for recording.
- City issued Building Permits within the development should begin to be issued by approximately September 1, 2014.

Elwood Corner:

- This is a new 2.92 acre commercial project located at the northwest corner of 141st Street and Elwood Ave.
- The project proposes the construction of a new multi-tenant single story commercial building having approximately 11,300 sf of gross building floor area.
- The site plan for the proposed facility and its supporting site improvements was reviewed by the T.A.C April 4th and was approved subject to various comments from City Staff.
- The project site plan was reviewed and conditionally approved by the Planning Commission at the April 14th meeting and by City Council at the May 12th meeting.
- The City Building Department has received a building permit application and final building construction documents.
- As of July 1st, City Staff has issued all site related construction permits as well as the final the building City building permit for project startup.

Starbucks:

- This project is located on a commercial lot in Southwest Crossroads Addition fronting on Vancouver Ave. immediately across from Heritage National Bank.
- The project consists of the construction of a single story building structure having approximately 1950 s.f. of gross floor area along with supporting parking and drives featuring a drive-thru order and pick-up lane similar to several other Starbucks facilities in the Tulsa metro area.
- All Planning & Zoning approvals and site related construction permits have been processed and approved by City Staff.
- Start of construction is anticipated by July 15th.
- No project completion date has been established at this time.

Glenpool Residential and Commercial Building Permit Statistics Thru June:

• New Residential Permits Issued in June	26 Total
• New Commercial Permits Issued in June	0 Total
• Current Active Residential Permits:	62 Total
• Current Active Commercial Permits:	2 Total
• 2013 Residential Permits Issued thru June 30, 2013	59 Total
• 2014 Residential Permits Issued thru June 30, 2014	66 Total
• 2013 Commercial Permits Issued thru June 30, 2013	16 Total
• 2014 Commercial Permits Issued thru June 30, 2014.	1 Total











































FIRST RESPONDER CALLS

PERIOD: JUNE 1, 2014 THRU: JUNE 30, 2014

DATE	TIME	701	702	703	704	705	706	707	708	709	710	713	716
6/8/14	23:59							✓					
6/9/14	04:23							✓					
6/9/14	05:11							✓					
6/13/14	16:37						✓						
6/13/14	17:01						✓						
6/13/14	21:11						✓						
6/13/14	21:20						✓						
6/14/14	08:23						✓						
6/14/14	18:10						✓						
6/15/14	15:01						✓						
6/15/14	20:48						✓						
6/15/14	23:57							✓					
6/16/14	01:03							✓					
6/16/14	12:45						✓						
6/16/14	15:11						✓						
6/16/14	19:07						✓						
6/16/14	21:57						✓						
6/16/14	22:29						✓						
6/17/14	07:43						✓						
6/17/14	14:39						✓						
6/17/14	17:23						✓						
6/17/14	18:58						✓						
6/17/14	19:40						✓						
6/18/14	08:01						✓						
6/18/14	09:50						✓						
6/18/14	16:38						✓						
6/19/14	11:47						✓						
6/19/14	16:28						✓						
6/20/14	17:04						✓						
6/20/14	18:43						✓						
6/20/14	19:10						✓						
6/20/14	19:33						✓						
6/21/14	16:32						✓						
6/21/14	20:08						✓						
6/22/14	19:08						✓						
6/22/14	20:47						✓						
6/23/14	12:03						✓						

-CONTINUED ON NEXT PAGE-

TOTAL CALLS:							53	6					
---------------------	--	--	--	--	--	--	----	---	--	--	--	--	--

59

AMOUNT DUE:	\$100.00						\$583.00	\$66.00					
--------------------	----------	--	--	--	--	--	----------	---------	--	--	--	--	--

✓-COMPENSATED RESPONSES

X-UNCOMPENSATED RESPONSES

FIRST RESPONDER CALLS

PERIOD: JUNE 1, 2014 THRU: JUNE 30, 2014

-CONTINUED-

[illegible]**TOTAL CALLS:****AMOUNT DUE:**

√-COMPENSATED RESPONSES

X-UNCOMPENSATED RESPONSES

NOTICE
GLENPOOL UTILITY SERVICE AUTHORITY
MEETING

A Regular Session of the Glenpool Utility Service Authority will begin at 6:00 p.m. immediately following the Glenpool City Council meeting, on Monday, July 7, 2014, at Glenpool City Hall, City Council Chambers, 3rd Floor, 12205 S. Yukon Ave., P.O. Box 70, Glenpool, Oklahoma.

The following items are scheduled for consideration by the Authority at that time:

AGENDA

- A. Call to Order
- B. Roll call, declaration of quorum
- C. Scheduled Business
 - 1. Discussion and possible action to approve minutes from June 2, and June 16, 2014 meetings.
- D. Severn Trent Report
(Matt Lail, Project Manager, Severn Trent Environmental Services)
- E. Adjournment.

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., P.O. Box 70, Glenpool, Oklahoma, on _____, 2014.

Signed: _____
Clerk

MINUTES
GLENPOOL UTILITY SERVICE AUTHORITY
REGULAR SESSION
June 2, 2014

The Regular Session of the Glenpool Utility Service Authority was held at 6:59 p.m., Glenpool City Hall. Trustees present: Momodou Ceesay, Chairman; Alyce Korb, Vice Chairman; Tim Fox, Trustee; and Trish Agee, Trustee.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, Secretary; Charles Barnes, Finance Director; Lynn Burrow, Community Development Director and Rick Malone, City Planner.
Also present: Matt Lail with Severn Trent Environmental Services

A. Chairman Ceesay called the meeting to order at 6:59 p.m.

B. Susan White, Secretary called the roll and Chairman Ceesay declared a quorum present.

C. Scheduled Business:

1. Discussion and possible action to approve minutes from May 12, 2014 meeting.

MOTION: Trustee Agee moved, second by Vice Chairman Korb to approve minutes as presented.

FOR: Trustee Fox; Trustee Agee; Vice Chairman Korb; Chairman Ceesay

AGAINST: None

Motion carried.

2. Discussion and possible action to approve ODEQ Invoice No. 55027880 in the amount of \$7,917.18 for discharge permit fee, and reduce 2013-2014 budget account Contract Services.

Lynn Burrow, Community Development Director presented the invoice for approval. He advised the Board that the discharge permit fee is assessed by ODEQ annually. The fee has increased by \$150 over last year. He recommended approval and suggested the cost should be applied to Contract Services in the FY 13-14 GUSA Budget.

MOTION: Trustee Agee moved, second by Vice Chairman Korb to pay Invoice No. 55027880 in the amount of \$7,917.18 to Oklahoma Department of Environmental Quality, and reduce FY 13-14 GUSA Contract Services budget account.

FOR: Trustee Agee; Trustee Fox; Vice Chairman Korb; Chairman Ceesay

AGAINST: None

Motion carried.

D. Severn Trent Report

- Mr. Matt Lail, Project Manager updated the Trustees on recent activities including repairs and maintenance, meter reading, animal control and financials.
- Mr. Lail also reported that the Elwood Lift Station is back to operating at a normal capacity.

E. Community Development Director Report

- Lynn Burrow, Community Development Director highlighted and summarized various private and public improvement and construction projects including: Morris Park improvements, public works building restoration project, as well as private development projects.

F. Adjournment.

There being no further business, Chairman Ceesay declared the meeting adjourned 7:16 p.m.

Date

Chairman

GUSA
Regular Session Minutes
June 2, 2014
Page Two

ATTEST:

Secretary

**MINUTES
GLENPOOL UTILITY SERVICE AUTHORITY
SPECIAL SESSION
June 16, 2014**

The Special Session of the Glenpool Utility Service Authority was held at 7:40 p.m., Glenpool City Hall. Trustees present: Momodou Ceesay, Chairman; Alyce Korb, Vice Chairman; Tim Fox, Trustee; and Trish Agee, Trustee.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, Secretary; Charles Barnes, Finance Director; Lynn Burrow, Community Development Director and Rick Malone, City Planner.

A. Chairman Ceesay called the meeting to order at 7:40 p.m.

B. Susan White, Secretary called the roll and Chairman Ceesay declared a quorum present.

C. Scheduled Business:

- 1. Discussion and possible action to ratify the action of the Glenpool City Council adopting Resolution 14-06-01 as it pertains to the FY 2014-2015 Budget of the Glenpool Utility Service Authority.**

MOTION: Trustee Agee moved; second by Vice Chairman Korb to ratify action of City Council to adopt Resolution No. 14-06-01 and approve FY 2014-2015 Budget.

FOR: Trustee Fox; Trustee Agee; Vice Chairman Korb; Chairman Ceesay

AGAINST: None

Motion carried.

- 2. Discussion and possible action to ratify action taken by the Glenpool City Council, to receive and approve a proposal for legal services from the law firm of Doerner, Saunders, Daniel & Anderson, LLP.**

MOTION: Trustee Agee moved, second by Trustee Fox to ratify action taken by City Council to receive and approve a proposal from the law firm of Doerner, Saunders, Daniel & Anderson, LLP.

FOR: Trustee Agee; Trustee Fox; Vice Chairman Korb; Chairman Ceesay

AGAINST: None

Motion carried.

- 3. Adjournment.**

There being no further business, Chairman Ceesay declared the meeting adjourned at 7:41 p.m.

Date

Chairman

ATTEST:

Secretary

JUNE 2014

SEVERN TRENT ENVIRONMENTAL SERVICES, INC and GLENPOOL UTILITY SERVICES AUTHORITY COUNCIL MEETING UPDATE

Severn Trent Services
Margaret Montgomery
503 W. 138th ST – Glenpool OK, 74033
Matt.Lail@STServices.com
(Office) 918-322-3822 Cell # 918-691-9665

Overview of Month:

- Through the month the Maintenance & Material Cap overage totaled \$16,299.95.
- Started reading meters on May 30.
- Completed 212 service orders.
- We had 168 turn-offs, 55 re-reads, & 6 blue tags.
- Completed 10 new service taps, & 8 meter swaps.
- We had 98 animal control calls.
- We picked up 48 animals in the month.
- We adopted out 6 animals and returned 6 to their owners.
- This is approximately 25 % success rate.

Permit Excursions –W&WW: (Attach investigative findings or RCA)

- WWTP – There were no excursions for the month at the WWTP. Also, the ammonia levels remained low through the month. We passed the quarterly Bio-Monitoring that was performed in early June.
- WTP –There were no excursions in the Water system.

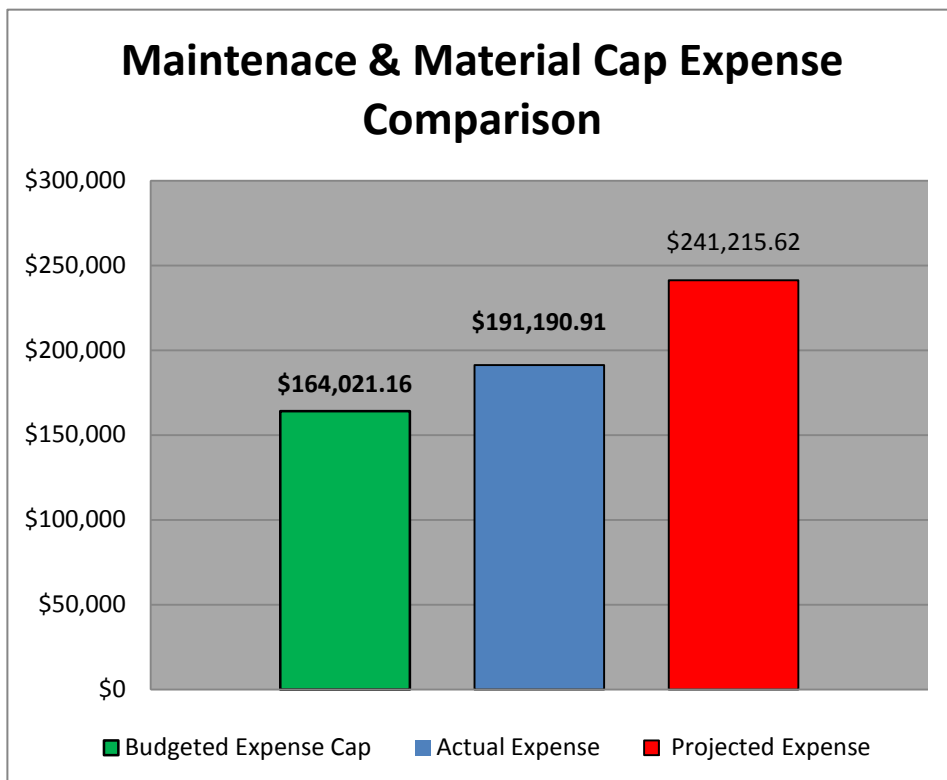
Key Operating Issues:

- June 6-Two employees attended training at the Tulsa Riverside Technology Center put on by the ODEQ. The training was regarding current water issues.
- June 16-Completed the annual DMR-QA.
- June 18-The crew finished the crossover on Poplar.
- June 20-Had a leak at Black Gold Park. A citizen ran over a meter box with a 2" meter. The water was off from 6:30pm to 11:30pm. I contacted Lynn to let him know, but was only able to leave a message.
- June 23-Completed the Certificate of Completion for Glenpool CCR. The City had the AT&T number disconnected.
- June 24-Attended the City Staff Meeting & the city will pursue reimbursement for the water leak repair performed at Black Gold Park.
- June 24-The OMAG insurance is going to pay the City \$26,749.96 for the Elwood Lift Station issues experienced earlier in the year.
- June 26-The Glenpool CM called & asked where to send the official notification regarding the City taking back Animal Control. I told him to forward it to Shane & address it to Chickasha.



Fiscal Year September 2013 - August 2014	
Budgeted Maintenance Cap	\$89,290.08
Budgeted Material Cap	\$74,731.08
Total Budgeted Mtc & Material Cap	\$164,021.16

Mtc & Material Cap Comparison & Projection	Total Expense
Current Overage Expense	\$27,169.75
Budgeted Expense Cap	\$164,021.16
Actual Expense	\$191,190.91
Projected Expense	\$241,215.62

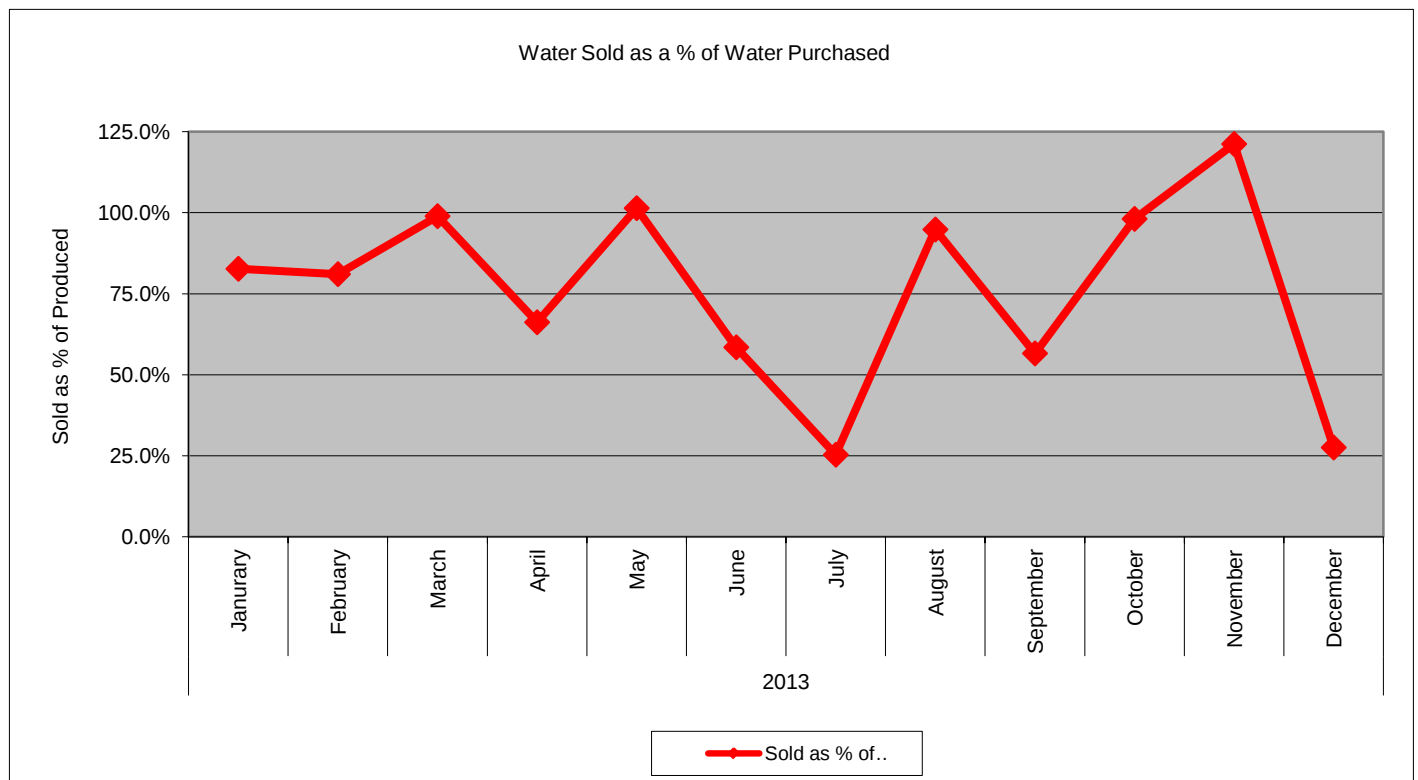


Glenpool Water Purchased

Flow Summary

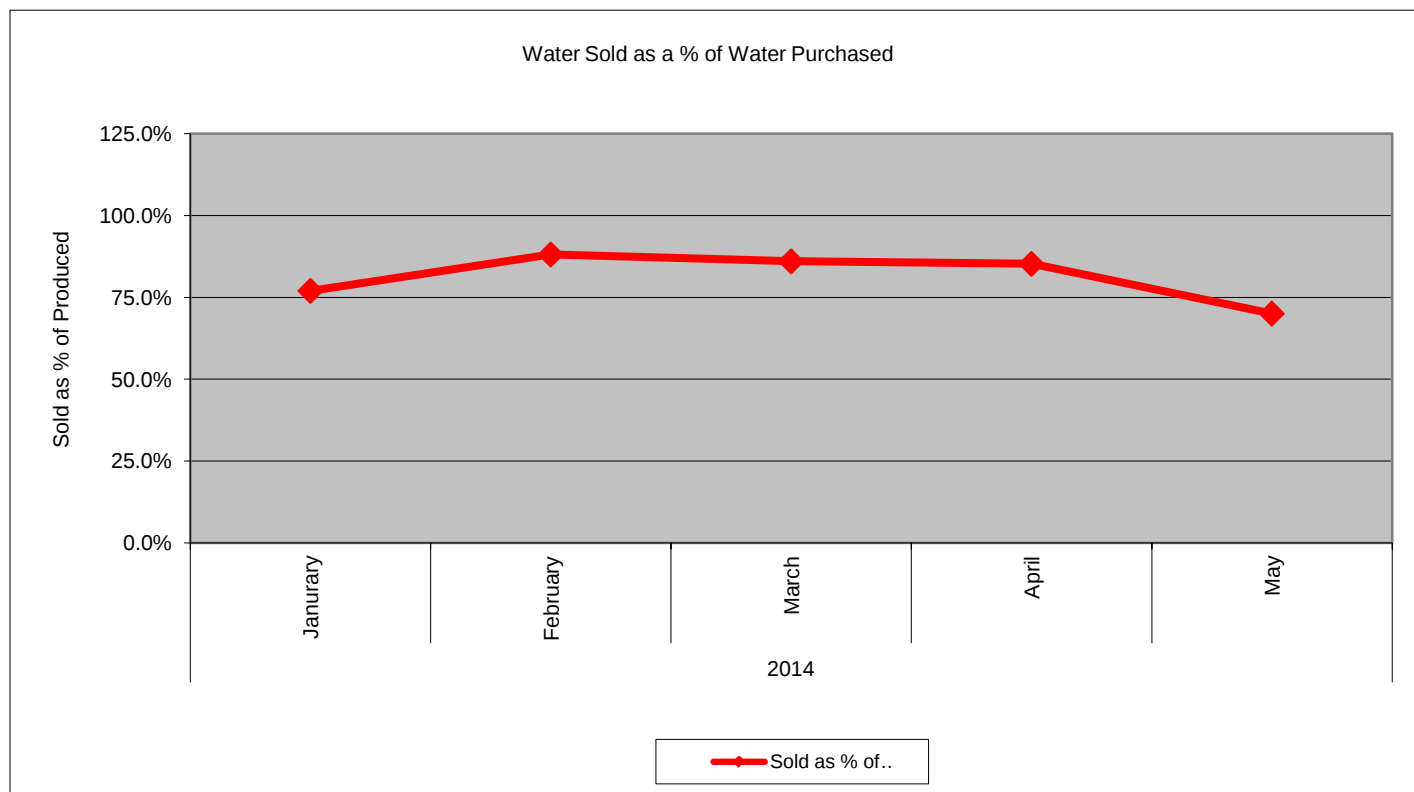
Total in Million Gallons Purchased Vs. Million Gallons Sold

Year	Month	MG Purchased	MG Sold	Sold as % of Purchased	WWTP Flow
2013	January	27.849	23.025	82.7%	21.690
	February	25.439	20.614	81.0%	21.787
	March	19.236	19.030	98.9%	23.505
	April	24.330	16.101	66.2%	31.599
	May	23.606	23.935	101.4%	27.908
	June	32.608	19.062	58.5%	24.329
	July	36.515	9.236	25.3%	20.998
	August	27.764	26.322	94.8%	22.309
	September	36.273	20.521	56.6%	19.517
	October	24.006	23.546	98.1%	21.106
	November	23.459	28.431	121.2%	21.619
	December	26.199	7.212	27.5%	23.632
Total		254.760	237.035	93.0%	213.017
Avg		28.307	19.753	69.8%	23.669



Total in Million Gallons Purchased Vs. Million Gallons Sold

Year	Month	MG Purchased	MG Sold	Sold as % of Purchased	WWTP Flow
2014	Janurary	27.116	20.879	77.0%	22.261
	February	23.401	20.614	88.1%	19.486
	March	23.551	20.259	86.0%	22.566
	April	22.872	19.496	85.2%	22.270
	May	26.599	18.634	70.1%	21.590
Total		123.539	99.882	80.9%	108.173
Avg		24.708	19.976	80.9%	21.635



NOTICE
GLENPOOL INDUSTRIAL AUTHORITY
MEETING

A Regular Session of the Glenpool Industrial Authority will begin at 6:00 p.m. immediately following the Glenpool Utility Service Authority meeting, Monday, July 7, 2014, at Glenpool City Hall, City Council Chambers, 3rd Floor, 12205 S. Yukon Ave., P.O. Box 70, Glenpool, Oklahoma.

The following items are scheduled for consideration by the Authority at that time:

AGENDA

- A. Call to Order
- B. Roll call, declaration of quorum
- C. Scheduled Business
 - 1. Discussion and possible action to approve minutes from June 2, and June 16, 2014 meetings.
 - 2. Discussion and possible action to ratify the action of the Glenpool City Council adopting Resolution 14-07-04 as it pertains to the FY 2014-2015 Budget amendment of the Glenpool Industrial Authority.
- D. Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., P.O. Box 70, Glenpool, Oklahoma, on _____, 2014.

Signed: _____
City Clerk

MINUTES
GLENPOOL INDUSTRIAL AUTHORITY
June 2, 2014

The Regular Session of the Glenpool Industrial Authority was held at 7:16 p.m., Council Chambers, Glenpool City Hall. Trustees present: Momodou Ceesay, Chairman; Alyce Korb, Vice Chairman; Tim Fox, Trustee; and Trish Agee, Trustee.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, Secretary and Charles Barnes, Finance Director.

A. Chairman Ceesay called the meeting to order at 7:16 p.m.

B. Susan White, Secretary called the roll, Chairman Ceesay declared a quorum present.

C. Scheduled Business:

1. Discussion and possible action to approve minutes from May 12, 2014 meeting.

MOTION: Trustee Fox moved, second by Trustee Agee to approve the minutes as presented.

FOR: Trustee Fox; Trustee Agee; Vice-Chairman Korb; Chairman Ceesay

AGAINST: None

Motion carried.

D. Adjournment.

There being no further business, Chairman Ceesay declared the meeting adjourned at 7:17 p.m.

Date

Chairman

ATTEST:

Secretary

MINUTES
GLENPOOL INDUSTRIAL AUTHORITY
June 16, 2014

The Special Session of the Glenpool Industrial Authority was held at 7:41 p.m., Council Chambers, Glenpool City Hall. Trustees present: Momodou Ceesay, Chairman; Alyce Korb, Vice Chairman; Tim Fox, Trustee; and Trish Agee, Trustee.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, Secretary and Charles Barnes, Finance Director.

A. Chairman Ceesay called the meeting to order at 7:41 p.m.

B. Susan White, Secretary called the roll, Chairman Ceesay declared a quorum present.

C. Scheduled Business:

- 1. Discussion and possible action to ratify the action of the Glenpool City Council adopting Resolution 14-06-01 as it pertains to the FY 2014-2015 Budget of the Glenpool Industrial Authority.**

MOTION: Trustee Agee moved; second by Vice Chairman Korb to ratify action of City Council to adopt Resolution No. 14-06-01 and approve FY 2014-2015 Budget.

FOR: Trustee Fox; Trustee Agee; Vice-Chairman Korb; Chairman Ceesay

AGAINST: None

Motion carried.

D. Adjournment.

There being no further business, Chairman Ceesay declared the meeting adjourned at 7:42 p.m.

Date

Chairman

ATTEST:

Secretary

NOTICE
GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
MEETING

A Regular Session of the Glenpool Area Emergency Medical Service District will begin at 6:00 p.m. immediately following the Glenpool Industrial Authority meeting, Monday, July 7, 2014, at Glenpool City Hall, City Council Chambers, 3rd Floor, 12205 S. Yukon Ave., P.O. Box 70, Glenpool, Oklahoma.

The following items are scheduled for consideration at that time:

AGENDA

- A. Call To Order
- B. Roll Call and Declaration of Quorum
- C. Scheduled Business
 - 1. Discussion and possible action to approve minutes from June 2, and June 16, 2014 meetings.
 - 2. Discussion and possible action to renew the Agreement between the City of Glenpool and the Glenpool Area Emergency Services District ("GEMS") governing the operations of GEMS for FY 2014-2015.
 - 3. Discussion and possible action to renew the Agreement among EMS Plus, the Glenpool Area Emergency Medical Services District ("GEMS") and the City of Glenpool to provide ambulance service for Glenpool for FY 2014-2015.
 - 4. Discussion and possible action to accept the EMS Plus Activity Report for June 2014.
- D. District Administrator Report
- E. Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., P.O. Box 70, Glenpool, Oklahoma on _____, 2014.

Signed: _____
District Clerk/Secretary

MINUTES
GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
REGULAR SESSION
June 2, 2014

The Regular Meeting of the Glenpool Area Emergency Medical Service District was held at 7:18 p.m., Council Chambers, Glenpool City Hall. Members present: Momodou Ceesay, Chairman; Alyce Korb, Vice Chairman; Tim Fox, Member; and Patricia Agee, Member.

Staff present: Lowell Peterson, District Legal Counsel; Susan White, District Administrator, Clerk/Secretary; and Charles Barnes, District Treasurer. Roger Kolman, City Manager was also present.

A. Chairman Ceesay called the meeting to order at 7:18 p.m.

B. Susan White, Administrator, Clerk/Secretary called the roll and Chairman Ceesay declared a quorum present.

C. Scheduled Business:

- 1. Discussion and possible action to approve minutes from May 12, 2014 meeting.**

MOTION: Member Agee moved, second by Vice Chairman Korb to approve the minutes as presented.

FOR: Member Fox; Member Agee; Vice-Chairman Korb; Chairman Ceesay.

AGAINST: None

Motion carried.

- 2. Discussion and possible action to accept the EMS Plus Activity Report for May 2014.**

MOTION: Member Agee moved, second by Vice Chairman Korb to accept the EMS Plus Activity Report for May 2014 as presented.

FOR: Member Agee; Member Fox; Vice Chairman Korb; Chairman Ceesay

AGAINST: None

Motion carried.

D. District Administrator Report

- Susan White, District Administrator updated the Board regarding the status of the Proposed Budget and the Audit report.

E. Adjournment

There being no further business, the meeting was adjourned at 7:22 p.m.

Date

Chairman

ATTEST:

Clerk/Secretary

MINUTES
GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
SPECIAL SESSION
June 16, 2014

The Special Session of the Glenpool Area Emergency Medical Service District was held at 7:42 p.m., Council Chambers, Glenpool City Hall. Members present: Momodou Ceesay, Chairman; Alyce Korb, Vice Chairman; Tim Fox, Member; and Patricia Agee, Member.

Staff present: Lowell Peterson, District Legal Counsel; Susan White, District Administrator, Clerk/Secretary; and Charles Barnes, District Treasurer. Roger Kolman, City Manager was also present.

A. Chairman Ceesay called the meeting to order at 7:42 p.m.

B. Susan White, Administrator, Clerk/Secretary called the roll and Chairman Ceesay declared a quorum present.

C. Scheduled Business:

- 1. Discussion and possible action to ratify the action of the Glenpool City Council adopting Resolution 14-06-01 as it pertains to the FY 2014-2015 Budget of the Glenpool Area Emergency Medical Service District.**

MOTION: Member Agee moved, second by Vice Chairman Korb to ratify the action taken in the City Council meeting to adopt Resolution No. 14-06-01 and approve the FY 14/15 GEMS Budget contained therein.

FOR: Member Fox; Member Agee; Vice-Chairman Korb; Chairman Ceesay.

AGAINST: None

Motion carried.

2.

D. Adjournment

There being no further business, the meeting was adjourned at 7:43 p.m.

Date

Chairman

ATTEST:

Clerk/Secretary



July 2, 2014

City of Glenpool
P O Box 70
Glenpool, OK 74033-0070

Enclosed, please find our report of ambulance response activity for the period of May 27th to June 30th, 2014.

During this time period, we logged 177 responses. The following is a breakdown of these responses:

| Emergency responses – 162 – 99% response time compliance.
Non-Emergency responses – 15 – response time not applicable.

Seventeen responses utilized a second ambulance, responding from Glenpool, on their way back from another call or another ambulance service responding from outside the area.

Six responses were outside the Glenpool response area.

Two responses had long response times. Both of these long response times were due to the ambulance crew not going enroute to the call in a timely manner. Action has been taken in these cases.

Should you have any questions or concerns regarding this report, please feel free to contact me.

Respectfully,

Kristie A Walton

Kristie A Walton
Owner/Manager

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg Call Date Level Of Care	Attendants	Day	Caller Dispatch Urgency	Unit Description Transport Urgency	Rcvd Paged Enroute On Scene	To Dest At Dest Availabl
540 1 05/27/2014 Paramedic	193 132	Tue	Police/Fire/911 Code 3	Unit 108 No Patient Found	02:47 02:47 02:51 02:53 E - 6	02:55 02:55
541 1 05/27/2014 Paramedic	156 196	Tue	Police/Fire/911 Code 3	Unit 107 Code 1	10:15 10:15 10:16 10:20 E - 5	10:43 11:07 11:29
542 1 05/27/2014 Paramedic	156 196	Tue	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	16:35 16:35 16:36 16:40 E - 5	16:56 16:56
543 1 05/27/2014 Paramedic	193 132	Tue	Police/Fire/911 Code 3	Unit 108 Code 1	18:16 18:16 18:16 18:17 E - 1	18:30 18:51 19:20
543 1 05/27/2014 Paramedic	156 196	Tue	Police/Fire/911 Code 3	Unit 107 Code 1	18:10 18:10 18:12 18:14 E - 4 @	18:26 18:51 19:28
544 1 05/27/2014 Paramedic	193 132	Tue	Police/Fire/911 Code 3	Unit 108 Code 1	22:49 22:49 22:50 22:53 E - 4	23:21 23:42 23:58
545 1 05/28/2014 Paramedic	10 161	Wed	Police/Fire/911 Code 3	Unit 103 Code 1	14:03 14:03 14:04 14:07 E - 4	14:29 14:51 15:22
546 1 05/28/2014 Paramedic	156 195	Wed	Self Code 3	Unit 107 Code 1	14:15 14:15 14:15 14:15 E - 0 @	14:36 15:00 15:28
547 1 05/28/2014 Paramedic	156 181	Wed	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	18:37 18:37 18:39 18:45 E - 8	18:52 18:52
548 1 05/28/2014 Paramedic	156 181	Wed	Police/Fire/911 Public Assist Code 3	Unit 107 Patient Not Transported	21:27 21:27 21:28 21:31 E - 4	22:02 22:02

@ = Second ambulance responding

Log Report**Glenpool - June 2014**

History ID : 1702416

Call Number Leg Call Date Level Of Care	Attendants	Day	Caller Dispatch Urgency	Unit Description Transport Urgency	Rcvd Paged Enroute On Scene	To Dest At Dest Availabl
549 1 05/29/2014 Paramedic	10 161	Thu	Police/Fire/911 Code 3	Unit 103 Patient Not Transported	01:40 01:40 01:44 01:47 E – 7	02:15 02:15
550 1 05/29/2014 Paramedic	156 181	Thu	Police/Fire/911 Code 3	Unit 107 Code 3	04:27 04:27 04:31 04:34 E – 7	04:53 05:07 05:38
551 1 05/29/2014 Paramedic	192 196	Thu	Self Code 3	Unit 103 Code 1	12:55 12:55 12:58 13:03 E – 8	13:27 13:50 14:25
552 1 05/29/2014 Paramedic	156 176	Thu	Nursing Home/Care Facility Code 1	Unit 107 Code 1	14:30 14:30 14:30 14:36 NE – 6	14:58 15:18 15:40
553 1 05/29/2014 Paramedic	192 196	Thu	Nursing Home/Care Facility Code 1	Unit 103 Code 1	15:34 15:34 15:34 15:39 NE – 5	15:59 16:33 17:07
554 1 05/29/2014 Paramedic	156 176	Thu	Police/Fire/911 Code 3	Unit 107 Code 1	22:47 22:47 22:48 22:53 E – 6	23:08 23:33 23:52
555 1 05/30/2014 Paramedic	156 176	Fri	Police/Fire/911 Code 3	Unit 107 No Patient Found	04:40 04:40 04:42 04:50 E – 10 &	05:12 05:12
556 1 05/30/2014 Paramedic	175 181	Fri	EMSA Code 1	Unit 108 Code 1	18:04 18:04 18:04 18:22 NE – 18	19:22 19:44 20:06
557 1 05/31/2014 Paramedic	175 181	Sat	Police/Fire/911 Code 3	Unit 108 Code 1	03:47 03:47 03:50 03:52 E – 5	04:13 04:31 05:19
558 1 05/31/2014 Paramedic	185 148	Sat	Police/Fire/911 Code 3	Unit 107 Code 1	13:26 13:26 13:27 13:30 E – 4	13:42 14:00 14:11

& = South of 181 St

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg Call Date Level Of Care	Attendants	Day	Caller Dispatch Urgency	Unit Description Transport Urgency	Rcvd Paged Enroute On Scene	To Dest At Dest Availabl
G00141 1 06/01/2014	Glenpool, City of	Sun	----- -----			
559 1 06/01/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	05:16 05:16 05:21 05:24	06:24 06:24 E – 8
560 1 06/01/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	07:25 07:25 07:26 07:28	07:53 07:53 E – 3
561 1 06/01/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 107 Code 1	09:56 09:56 10:00 10:04	10:44 11:05 11:22 E – 8
562 1 06/01/2014 Intermediate	161 71	Sun	Police/Fire/911 Code 3	Unit 108 Code 1	11:00 11:00 11:02 11:06	11:20 11:40 11:58 E – 6 @
563 1 06/01/2014 Intermediate	161 71	Sun	Nursing Home/Care Facility Code 1	Unit 108 Code 1	12:44 12:44 12:44 12:47	13:10 13:31 14:00 NE – 3
564 1 06/01/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 107 Code 1	14:10 14:10 14:15 14:18	14:35 14:42 14:57 E – 8 @
565 1 06/01/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 107 Code 1	15:13 15:13 15:14 15:17	15:23 15:43 15:53 E – 4
566 1 06/01/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 107 Code 1	17:55 17:55 17:57 18:00	18:13 18:37 18:55 E – 5
567 1 06/01/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 107 Code 1	22:02 22:02 22:05 22:08	22:25 22:49 23:12 E – 6

@ = Second ambulance responding

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg	Call Date	Attendants	Day	Caller	Unit Description	Rcvd Paged Enroute On Scene	To Dest At Dest Availabl
Level Of Care				Dispatch Urgency	Transport Urgency		
568 1 06/02/2014 Paramedic		192 132	Mon	Police/Fire/911	Unit 103	16:15 16:15 16:15 16:18	16:41 16:58 17:23 E – 3
569 1 06/02/2014 Paramedic		185 195	Mon	Nursing Home/Care Facility	Unit 107	17:35 17:35 17:35 17:42	17:58 18:14 18:32 NE – 7
570 1 06/02/2014 Paramedic		192 132	Mon	Police/Fire/911	Unit 103	19:33 19:33 19:33 19:37	19:52 20:13 20:38 E – 4
571 1 06/02/2014 Paramedic		185 195	Mon	Police/Fire/911	Unit 107	20:32 20:32 20:34 20:38	22:09 22:28 23:21 E – 6 @
572 1 06/03/2014 Paramedic		185 195	Tue	EMSA	Unit 107	09:16 09:16 09:17 09:22	09:32 09:32 E – 6
573 1 06/03/2014 Paramedic		156 132	Tue	EMSA	Unit 108	14:22 14:22 14:24 14:40	15:09 15:09 E – 18 #
574 1 06/03/2014 Paramedic		185 195	Tue	Police/Fire/911	Unit 107	16:16 16:16 16:18 16:21	16:32 16:32 E – 5
575 1 06/03/2014 Paramedic		192 161	Tue	Police/Fire/911	Unit 103	23:01 23:01 23:01 23:03	23:30 23:48 00:26 E – 2
576 1 06/04/2014 Paramedic		156 176	Wed	Police/Fire/911	Unit 108	16:52 16:52 16:54 16:56	17:17 17:42 18:13 E – 4
577 1 06/04/2014 Paramedic		156 176	Wed	Police/Fire/911	Unit 108	18:48 18:48 18:50 18:54	19:14 19:35 20:16 E – 4

@ = Second ambulance responding

= Outside the Glenpool response area

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg	Call Date	Attendants	Day	Caller	Unit Description	Rcvd Paged Enroute On Scene	To Dest At Dest Availabl
Level Of Care				Dispatch Urgency	Transport Urgency		
578 1 06/04/2014 Paramedic	10 161	Wed	Police/Fire/911	Unit 107	22:18 22:18 22:19 22:24	22:47 22:47	
			Code 3	Patient Not Transported	E – 6		
579 1 06/05/2014 Paramedic	156 176	Thu	Police/Fire/911	Unit 108	07:38 07:38 07:41 07:44	07:46 07:46	
			Code 3	No Patient Found	E – 6		
581 1 06/05/2014 Paramedic	175 189	Thu	Police/Fire/911	Unit 107	14:50 14:50 14:52 14:55	15:09 15:28 15:47	
			Code 3	Code 3	E – 5		
582 1 06/05/2014 Paramedic	156 176	Thu	Police/Fire/911	Unit 108	15:32 15:32 15:33 15:39	16:04 16:26 16:58	
			Code 3	Code 3	E – 7 @		
583 1 06/05/2014 Paramedic	175 189	Thu	Police/Fire/911	Unit 107	18:15 18:15 18:17 18:20	18:48 18:48	
			Code 3	Patient Not Transported	E – 5		
583 1 06/05/2014 Paramedic	175 189	Thu	Police/Fire/911	Unit 107	18:15 18:15 18:17 18:20	18:48 18:48	
			Code 3	Patient Not Transported	E – 5		
583 1 06/05/2014 Paramedic	175 189	Thu	Police/Fire/911	Unit 107	18:15 18:15 18:17 18:20	18:48 18:48	
			Code 3	Patient Not Transported	E – 5		
583 1 06/05/2014 Paramedic	175 189	Thu	Police/Fire/911	Unit 107	18:15 18:15 18:17 18:20	18:48 18:48	
			Code 3	Patient Not Transported	E – 5		
584 1 06/05/2014 Paramedic	175 189	Thu	Police/Fire/911	Unit 107	19:09 19:09 19:10 19:13	19:32 19:54 20:07	
			Code 3	Code 1	E – 4		
585 1 06/05/2014 Paramedic	175 189	Thu	Police/Fire/911	Unit 107	23:18 23:18 23:20 23:26	23:59 00:18 00:36	
			Code 3	Code 1	E – 8		

@ = Second ambulance responding

Log Report**Glenpool - June 2014**

History ID : 1702416

Call Number Leg Call Date Level Of Care	Attendants	Day	Caller Dispatch Urgency	Unit Description Transport Urgency	Rcvd Paged Enroute On Scene	To Dest At Dest Availabl
586 1 06/05/2014 Paramedic	193 176	Thu	Police/Fire/911 Code 3	Unit 108 Code 1	05:30 05:30 05:35 05:36 E – 6	05:55 06:13 06:33
587 1 06/06/2014 Paramedic	10 185	Fri	Police/Fire/911 Code 3	Unit 108 Patient Not Transported	07:57 07:57 08:00 08:02 E – 5	08:09 08:09
588 1 06/06/2014 Paramedic	10 161	Fri	Nursing Home/Care Facility Code 1	Unit 108 Code 1	12:47 12:47 12:47 12:51 NE – 4	13:07 13:27 13:42
589 1 06/06/2014 Paramedic	175 181	Fri	Hospital Staff Code 1	Unit 107 Code 1	15:09 15:09 15:09 15:26 NE – 17	15:41 16:20 16:27
590 1 06/06/2014 Paramedic	185 132	Fri	Police/Fire/911 Code 3	Unit 103 Code 1	15:32 15:32 15:33 15:36 E – 4	15:56 16:20 16:24
591 1 06/06/2014 Paramedic	175 181	Fri	Police/Fire/911 Code 3	Unit 107 Code 1	23:51 23:51 23:53 23:56 E – 5	00:14 00:30 00:47
592 1 06/07/2014 Intermediate	161 189	Sat	Hospital Staff Code 1	Unit 107 Code 1	12:47 12:47 12:47 12:47 NE – 0	13:13 13:36 13:50
593 1 06/07/2014 Paramedic	185 148	Sat	Police/Fire/911 Code 3	Unit 108 Code 1	14:15 14:15 14:18 14:20 E – 5	14:30 14:49 15:00
594 1 06/08/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 108 Patient Not Transported	14:18 14:18 14:20 14:23 E – 5	14:48 14:48
595 1 06/08/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 108 Code 1	17:23 17:23 17:25 17:29 E – 6	17:39 18:00 18:14

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg	Day	Caller	Unit Description	Rcvd Paged	To Dest At Dest
Call Date	Attendants			Enroute	Availabl
Level Of Care		Dispatch Urgency	Transport Urgency	On Scene	
596 1 06/08/2014 Paramedic	193 161	Sun	Police/Fire/911 Code 3	Unit 107 Code 3	20:57 20:57 20:58 21:01 E – 4
597 1 06/08/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 108 Code 1	21:13 21:13 21:15 21:16 E – 3 @
598 1 06/09/2014 Paramedic	193 161	Mon	Police/Fire/911 Code 3	Unit 107 Code 1	23:58 23:58 00:01 00:03 E – 5
599 1 06/09/2014 Paramedic	185 148	Mon	Police/Fire/911 Code 3	Unit 108 Code 1	04:20 04:20 04:25 04:28 E – 8
600 1 06/09/2014 Paramedic	193 161	Mon	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	05:09 05:09 05:16 05:17 E – 8 @
601 1 06/09/2014 Paramedic	10 132	Mon	Police/Fire/911 Code 3	Unit 107 Code 1	08:03 08:03 08:04 08:08 E – 5
602 1 06/09/2014 Paramedic	185 195	Mon	Police/Fire/911 Code 3	Unit 108 Patient Not Transported	13:53 13:53 13:56 14:00 E – 7
603 1 06/09/2014 Paramedic	10 132	Mon	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	14:05 14:05 14:06 14:09 E – 4 @
604 1 06/10/2014 Paramedic	185 195	Tue	Police/Fire/911 Code 3	Unit 108 Patient Not Transported	23:57 23:57 23:59 00:01 E – 4
605 1 06/10/2014 Paramedic	10 132	Tue	Police/Fire/911 Code 3	Unit 107 Code 1	05:04 05:04 05:07 05:10 E – 6

@ = Second ambulance responding

Log Report**Glenpool - June 2014**

History ID : 1702416

Call Number Leg	Day	Caller	Unit Description	Rcvd Paged	To Dest At Dest
Call Date	Attendants	Dispatch Urgency	Transport Urgency	Enroute On Scene	Availabl
Level Of Care					
606 1 06/10/2014 Paramedic	156 132	Tue Police/Fire/911 Code 3	Unit 107 Code 1	10:46 10:46 10:47 10:49 E – 3	11:05 11:29 11:48
607 1 06/10/2014 Paramedic	185 171	Tue Creek County EMS Public Assist Code 3	Unit 108 Patient Not Transported	15:04 15:04 15:06 15:09 E – 5	15:33 15:33
608 1 06/10/2014 Paramedic	156 132	Tue Police/Fire/911 Code 3	Unit 107 Code 1	20:21 20:21 20:22 20:27 E – 6	20:51 21:11 21:37
609 1 06/10/2014 Paramedic	185 171	Tue Self Code 3	Unit 108 Code 1	23:26 23:26 23:27 23:34 E – 8	23:58 00:22 00:49
610 1 06/11/2014 Paramedic	193 171	Wed Police/Fire/911 Code 3	Unit 108 Patient Not Transported	08:45 08:45 08:49 08:52 E – 7	08:56 08:56
611 1 06/11/2014 Paramedic	156 161	Wed Police/Fire/911 Code 3	Unit 107 No Patient Found	14:36 14:36 14:36 14:39 E – 3	14:45 14:45
612 1 06/12/2014 Paramedic	156 161	Thu Self Code 3	Unit 107 Code 1	02:26 02:26 02:27 02:31 E – 5	02:47 03:03 03:18
613 1 06/12/2014 Paramedic	175 189	Thu Police/Fire/911 Code 3	Unit 108 Code 3	08:57 08:57 08:58 09:01 E – 4	09:21 09:37 10:04
614 1 06/12/2014 Paramedic	156 176	Thu Police/Fire/911 Code 3	Unit 107 Code 1	09:17 09:17 09:19 09:21 E – 4 @	09:42 09:56 10:21
615 1 06/12/2014 Paramedic	175 189	Thu Police/Fire/911 Code 3	Unit 108 Code 1	12:10 12:10 12:11 12:16 E – 6	12:30 12:56 13:20

@ = Second ambulance responding

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg	Day	Caller	Unit Description	Rcvd Paged	To Dest At Dest
Call Date	Attendants	Dispatch Urgency	Transport Urgency	Enroute On Scene	Availabl
Level Of Care					
616 1 06/12/2014 Paramedic	156 176	Thu Police/Fire/911 Code 3	Unit 107 Code 1	14:03 14:03 14:05 14:08	14:28 14:55 15:18 E – 5
617 1 06/12/2014 Paramedic	175 189	Thu Police/Fire/911 Code 3	Unit 108 Code 1	21:11 21:11 21:13 21:16	21:38 22:01 22:25 E – 5
618 1 06/13/2014 Intermediate	161 132	Fri EMSA Code 1	Unit 103 Code 1	13:55 13:55 13:55 14:38	15:07 15:30 15:40 NE – 43
619 1 06/13/2014 Paramedic	175 181	Fri Police/Fire/911 Code 3	Unit 108 Code 1	16:37 16:37 16:38 16:44	16:59 17:23 17:48 E – 7
620 1 06/13/2014 Paramedic		Fri Police/Fire/911 Code 3	Creek County EMS Transported by Creek Coun	17:05 17:05 17:06 17:22	18:40 17:43 E – 17 @
621 1 06/13/2014 Paramedic	175 181	Fri Police/Fire/911 Code 3	Unit 108 Patient Not Transported	21:10 21:10 21:13 21:16	21:29 21:29 E – 6
622 1 06/13/2014 Intermediate	161 132	Fri Police/Fire/911 Code 3	Unit 103 Patient Not Transported	21:18 21:18 21:19 21:30	21:43 21:43 E – 12 @
623 1 06/14/2014 Paramedic	185 161	Sat Police/Fire/911 Public Assist Code 3	Unit 103 Patient Not Transported	01:34 01:34 01:36 01:40	01:46 01:46 E – 6
624 1 06/14/2014 Paramedic	185 161	Sat Police/Fire/911 Code 3	Unit 103 Code 1	02:43 02:43 02:45 02:48	03:10 03:31 03:48 E – 5
625 1 06/14/2014 Paramedic	175 181	Sat Police/Fire/911 Code 3	Unit 108 Code 1	05:58 05:58 06:00 06:03	06:21 06:42 07:02 E – 5

@ = Second ambulance responding

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg	Day	Caller	Unit Description	Rcvd Paged	To Dest At Dest
Call Date	Attendants			Enroute	Availabl
Level Of Care		Dispatch Urgency	Transport Urgency	On Scene	
626 1 06/14/2014 Paramedic	185 71	Sat	Police/Fire/911 Code 3	Unit 103 Code 1	08:19 08:19 08:25 08:29 E – 10 *
627 1 06/14/2014 Intermediate	161 189	Sat	EMSA Code 1	Unit 108 Code 1	10:23 10:23 10:23 10:46 NE – 23
628 1 06/14/2014 Paramedic	185 71	Sat	Police/Fire/911 Code 3	Unit 103 Code 1	18:10 18:10 18:11 18:16 E – 6
629 1 06/14/2014 Paramedic	185 71	Sat	Police/Fire/911 Code 3	Unit 103 Patient Not Transported	22:05 22:05 22:06 22:09 E – 4
630 1 06/14/2014 Paramedic	185 71	Sat	Police/Fire/911 Code 3	Unit 103 Code 1	22:17 22:17 22:17 22:19 E – 2
631 1 06/15/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 103 Code 1	14:35 14:35 14:37 14:40 E – 5
632 1 06/15/2014 Intermediate	161 71	Sun	Police/Fire/911 Code 3	Unit 108 Code 1	15:00 15:00 15:03 15:05 E – 5 @
633 1 06/15/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 107 Code 1	20:47 20:47 20:49 20:51 E – 4
634 1 06/15/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	23:56 23:56 23:58 00:01 E – 5
635 1 06/16/2014 Paramedic	185 148	Mon	Police/Fire/911 Code 3	Unit 107 Code 1	01:02 01:02 01:05 01:08 E – 6

* = Long response time

@ = Second ambulance responding

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg Call Date Level Of Care	Attendants	Day	Caller Dispatch Urgency	Unit Description Transport Urgency	Rcvd Paged Enroute On Scene	To Dest At Dest Availabl
636 1 06/16/2014 Paramedic	193 132	Mon	Creek County EMS Code 3	Unit 108 Code 1	11:45 11:45 11:46 12:08	12:14 12:42 12:50 E – 23 #
637 1 06/16/2014 Paramedic	185 195 197	Mon	Creek County EMS Code 3	Unit 107 Code 1	12:46 12:46 12:46 12:49	13:02 13:32 13:45 E – 3
638 1 06/16/2014 Paramedic	193 132	Mon	Nursing Home/Care Facility Code 1	Unit 108 Code 1	15:45 15:45 15:45 15:51	16:00 16:05 16:16 NE – 6
639 1 06/16/2014 Paramedic	192 148	Mon	Police/Fire/911 Code 3	Unit 105 Code 1	15:10 15:10 15:12 15:16	15:35 16:00 16:22 E – 6
640 1 06/16/2014 Paramedic	192 148	Mon	Police/Fire/911 Code 3	Unit 105 Patient Not Transported	19:07 19:07 19:09 19:12	19:43 19:43 E – 5
641 1 06/16/2014 Paramedic	185 195	Mon	Police/Fire/911 Code 3	Unit 107 Code 1	21:57 21:57 21:58 22:11	22:28 22:49 23:02 E – 14 #
642 1 06/16/2014 Paramedic	193 132	Mon	Police/Fire/911 Code 3	Unit 105 Code 1	22:30 22:30 22:31 22:34	22:50 23:05 23:16 E – 4
643 1 06/17/2014 Paramedic	193 132	Tue	Police/Fire/911 Code 3	Unit 105 Code 1	07:42 07:42 07:42 07:47	08:07 08:22 08:37 E – 5
644 1 06/17/2014 Paramedic	193 132	Tue	Police/Fire/911 Code 3	Unit 105 Code 1	14:38 14:38 14:40 14:44	15:01 15:24 15:38 E – 6
645 1 06/17/2014 Paramedic	193 132	Tue	Police/Fire/911 Code 3	Unit 105 Patient Not Transported	17:22 17:22 17:24 17:26	17:31 17:31 E – 4

= Outside the Glenpool response area

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg	Day	Caller	Unit Description	Rcvd Paged	To Dest At Dest
Call Date	Attendants	Dispatch Urgency	Transport Urgency	Enroute On Scene	Availabl
Level Of Care					
646 1 06/17/2014 Paramedic	193 132	Tue Police/Fire/911 Code 3	Unit 105 Patient Not Transported	18:58 18:58 18:59 19:02	19:21 19:21 E – 4
647 1 06/17/2014 Paramedic	193 132	Tue Police/Fire/911 Code 3	Unit 105 Code 1	19:40 19:40 19:41 19:43	20:04 20:18 20:27 E – 3
648 1 06/18/2014 Paramedic	10 171	Wed Police/Fire/911 Code 3	Unit 103 Patient Not Transported	08:02 08:02 08:03 08:06	08:21 08:21 E – 4
649 1 06/18/2014 Paramedic	10 171	Wed Police/Fire/911 Code 3	Unit 103 Code 1	09:50 09:50 09:51 09:55	10:21 10:44 11:20 E – 5
650 1 06/18/2014 Paramedic	10 171	Wed Police/Fire/911 Code 3	Unit 103 Code 3	16:38 16:38 16:39 16:44	17:01 17:16 17:38 E – 6
651 1 06/18/2014 Paramedic	10 171	Wed EMSA Code 1	Unit 103 Code 1	19:47 19:47 19:47 20:06	20:41 21:03 21:15 NE – 19
652 1 06/18/2014 Paramedic	156 161	Wed EMSA Code 3	Unit 108 Code 1	22:33 22:33 22:33 22:39	22:57 23:15 23:33 E – 6
653 1 06/18/2014 Paramedic	10 171	Wed Police/Fire/911 Code 3	Unit 103 Code 1	23:44 23:44 23:46 23:49	00:06 00:24 00:52 E – 5 @
654 1 06/19/2014 Paramedic	156 161	Thu EMSA Code 3	Unit 108 Code 1	03:30 03:30 03:31 03:44	03:59 04:29 04:50 E – 14 #
655 1 06/19/2014 Paramedic	185 189	Thu Police/Fire/911 Code 3	Unit 107 Code 1	11:46 11:46 11:47 11:49	11:55 12:17 12:28 E – 3

@ = Second ambulance responding

= Outside the Glenpool response area

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg	Day	Caller	Unit Description	Rcvd Paged	To Dest At Dest
Call Date	Attendants	Dispatch Urgency	Transport Urgency	Enroute On Scene	Availabl
Level Of Care					
656 1 06/19/2014 Paramedic	185 189	Thu Nursing Home/Care Facility Code 1	Unit 107 Code 1	16:00 16:00 16:00 16:05	16:17 16:40 16:49 NE – 5
657 1 06/19/2014 Paramedic	192 176	Thu Police/Fire/911 Code 3	Unit 103 Code 1	16:27 16:27 16:28 16:32	17:11 17:36 18:19 E – 5
658 1 06/19/2014 Paramedic	156 176	Thu Police/Fire/911 Code 3	Unit 108 Patient Not Transported	19:36 19:36 19:38 19:39	20:02 20:02 E – 3
659 1 06/19/2014 Paramedic	185 189	Thu Hospital Staff Code 1	Unit 107 Code 1	21:15 21:15 21:15 21:33	21:48 22:14 22:23 NE – 18
660 1 06/19/2014 Paramedic	156 176	Thu Police/Fire/911 Code 3	Unit 108 Patient Not Transported	20:49 20:49 20:50 20:55	21:12 21:12 E – 6
661 1 06/20/2014 Paramedic	185 189	Fri Police/Fire/911 Code 3	Unit 103 Patient Not Transported	06:26 06:26 06:33 06:36	06:57 06:57 E – 10 *
662 1 06/20/2014 Paramedic	185 195	Fri Police/Fire/911 Code 3	Unit 105 Patient Not Transported	17:03 17:03 17:06 17:11	17:20 17:20 E – 8
663 1 06/20/2014 Paramedic	185 195	Fri Police/Fire/911 Code 3	Unit 105 Patient Not Transported	18:44 18:44 18:45 18:46	18:58 18:58 E – 2
664 1 06/20/2014 Paramedic	185 195	Fri Police/Fire/911 Public Assist Code 3	Unit 105 Patient Not Transported	19:09 19:09 19:10 19:13	19:33 19:33 E – 4
665 1 06/20/2014 Paramedic	185 195	Fri Police/Fire/911 Code 3	Unit 105 Code 1	19:33 19:33 19:33 19:35	19:56 20:16 20:41 E – 2

* = Long response time

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg Call Date Level Of Care	Attendants	Day	Caller Dispatch Urgency	Unit Description Transport Urgency	Rcvd Paged Enroute On Scene	To Dest At Dest Availabl
666 1 06/20/2014 Paramedic	185 195	Fri	Police/Fire/911 Code 3	Unit 105 Code 1	22:38 22:38 22:40 22:43 E – 5	22:55 23:20 23:34
667 1 06/21/2014 Paramedic	185 195	Sat	Police/Fire/911 Code 3	Unit 105 Code 1	00:20 00:20 00:22 00:28 E – 8	00:43 01:10 01:25
668 1 06/21/2014 Paramedic	185 148 200	Sat	Police/Fire/911 Code 3	Unit 105 Code 1	16:32 16:32 16:34 16:38 E – 6	16:48 17:07 17:32
669 1 06/21/2014 Paramedic	185 148 200	Sat	Police/Fire/911 Code 3	Unit 105 Patient Not Transported	20:09 20:09 20:11 20:12 E – 3	20:45 20:45
670 1 06/21/2014 Paramedic	185 148	Sat	Police/Fire/911 Code 3	Unit 105 No Patient Found	23:51 23:51 23:53 23:55 E – 4	00:18 00:18
671 1 06/22/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 105 Code 1	02:34 02:34 02:36 02:39 E – 5	02:56 03:06 03:29
672 1 06/22/2014 Paramedic	185 148	Sun	Police/Fire/911 Code 3	Unit 105 Code 1	06:25 06:25 06:27 06:30 E – 5	07:04 07:11 07:31
673 1 06/22/2014 Paramedic	185 148 200	Sun	Police/Fire/911 Code 3	Unit 107 Code 1	10:13 10:13 10:17 10:21 E – 8	10:35 10:55 11:18
674 1 06/22/2014 Paramedic	185 148 200	Sun	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	19:08 19:08 19:08 19:09 E – 1	19:40 19:40
675 1 06/22/2014 Paramedic	185 148 200	Sun	Police/Fire/911 Code 3	Unit 107 Code 1	20:47 20:47 20:49 20:53 E – 6	21:03 21:23 21:50

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg	Day	Caller	Unit Description	Rcvd Paged	To Dest At Dest
Call Date	Attendants	Dispatch Urgency	Transport Urgency	Enroute On Scene	Availabl
Level Of Care					
676 1 06/23/2014 Paramedic	10 132	Mon Nursing Home/Care Facility Code 1	Unit 107 Code 1	08:06 08:06 08:06 08:10	08:20 08:45 08:48 NE – 4
677 1 06/23/2014 Paramedic	192 148	Mon EMSA Code 3	Unit 103 Cancelled Enroute	12:00 12:00 12:02	12:08 E – 0
678 1 06/23/2014 Paramedic	185 195	Mon Police/Fire/911 Code 3	Unit 107 Code 1	12:02 12:02 12:04 12:05	12:29 12:53 13:07 E – 3
679 1 06/23/2014 Paramedic	185 195	Mon Police/Fire/911 Code 3	Unit 107 Code 1	17:27 17:27 17:29 17:32	17:53 18:17 18:42 E – 5
680 1 06/23/2014 Paramedic	10 132	Mon Police/Fire/911 Code 3	Unit 108 Code 1	18:21 18:21 18:23 18:26	18:39 19:01 21:12 E – 5 @
681 1 06/24/2014 Paramedic	185 195	Tue Police/Fire/911 Code 3	Unit 107 Patient Not Transported	00:11 00:11 00:15 00:19	00:30 00:30 E – 8
682 1 06/24/2014 Paramedic	192 161	Tue EMSA Code 3	Unit 103 Code 1	11:30 11:30 11:30 11:42	12:03 12:18 12:52 E – 12 #
683 1 06/24/2014 Paramedic	156 132	Tue Police/Fire/911 Code 3	Unit 108 Code 1	15:00 15:00 15:03 15:06	15:25 15:49 16:05 E – 6
684 1 06/24/2014 Paramedic	185 171	Tue Police/Fire/911 Code 3	Unit 107 Code 1	18:10 18:10 18:11 18:15	18:30 18:53 19:12 E – 5
685 1 06/24/2014 Paramedic	156 132	Tue Police/Fire/911 Code 3	Unit 108 Code 1	19:05 19:05 19:06 19:08	19:23 19:43 20:29 E – 3 @

@ = Second ambulance responding

= Outside the Glenpool response area

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg Call Date Level Of Care	Attendants	Day	Caller Dispatch Urgency	Unit Description Transport Urgency	Rcvd Paged Enroute On Scene	To Dest At Dest Availabl
686 1 06/25/2014 Paramedic	156 132	Wed	Police/Fire/911 Code 3	Unit 108 Code 1	00:48 00:48 00:50 00:53 E – 5	01:05 01:25 01:50
687 1 06/25/2014 Paramedic	192 176	Wed	Police/Fire/911 Code 3	Unit 103 Code 1	17:06 17:06 17:06 17:13 E – 7	17:37 18:01 18:27
688 1 06/26/2014 Paramedic	175 189	Thu	Police/Fire/911 Code 3	Unit 107 Code 1	09:13 09:13 09:14 09:20 E – 7	09:50 10:11 10:25
688 1 06/26/2014 Paramedic	175 189	Thu	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	09:13 09:13 09:14 09:20 E – 7	10:25 09:50
688 1 06/26/2014 Paramedic	175 189	Thu	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	09:13 09:13 09:14 09:20 E – 7	10:25 09:50
689 1 06/26/2014 Paramedic	192 198	Thu	Police/Fire/911 Code 3	Unit 103 Code 1	15:31 15:31 15:33 15:39 E – 8	16:00 16:21 17:10
690 1 06/26/2014 Paramedic	193 176	Thu	Police/Fire/911 Code 3	Unit 108 Code 1	22:47 22:47 22:50 22:55 E – 8	23:12 23:33 23:50
691 1 06/27/2014 Paramedic	193 132	Fri	Police/Fire/911 Code 3	Unit 103 Patient Not Transported	15:52 15:52 15:53 15:55 E – 3	16:06 16:06
692 1 06/27/2014 Paramedic	193 132	Fri	Police/Fire/911 Code 3	Unit 103 Patient Not Transported	16:55 16:55 16:56 16:58 E – 3	17:07 17:07
693 1 06/27/2014 Paramedic	193 132	Fri	Police/Fire/911 Code 3	Unit 103 Patient Not Transported	18:14 18:14 18:15 18:18 E – 4	18:39 18:39

Log Report

Glenpool - June 2014

History ID : 1702416

Call Number Leg Call Date Level Of Care	Attendants	Day	Caller Dispatch Urgency	Unit Description Transport Urgency	Rcvd Paged Enroute On Scene	To Dest At Dest Availabl
694 1 06/27/2014 Paramedic	193 132	Fri	Police/Fire/911 Code 3	Unit 103 Code 1	18:47 18:47 18:48 18:51 E – 4	18:59 19:17 19:27
695 1 06/27/2014 Paramedic	175 199	Fri	Police/Fire/911 Code 3	Unit 107 Code 1	20:26 20:26 20:28 20:32 E – 6	20:48 21:12 21:30
696 1 06/28/2014 Paramedic	200 195	Sat	Police/Fire/911 Code 3	Unit 108 Code 1	05:59 05:59 06:02 06:13 E – 14 #	06:36 06:58 07:34
697 1 06/28/2014 Paramedic	185 198	Sat	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	11:40 11:40 11:41 11:43 E – 3	11:57 11:57
698 1 06/28/2014 Paramedic	185 198	Sat	Police/Fire/911 Code 3	Unit 107 Patient Not Transported	13:21 13:21 13:23 13:26 E – 5	13:49 13:49
699 1 06/28/2014 Paramedic	200 189	Sat	Police/Fire/911 Code 3	Unit 108 Code 3	13:34 13:34 13:35 13:36 E – 2 @	13:50 14:03 14:32
700 1 06/28/2014 Paramedic	185 198	Sat	Police/Fire/911 Code 3	Unit 107 Code 1	15:34 15:34 15:36 15:39 E – 5	15:51 16:10 16:27
701 1 06/28/2014 Paramedic	200 189	Sat	Police/Fire/911 Code 3	Unit 108 Patient Not Transported	17:43 17:43 17:45 17:46 E – 3	18:01 18:01
702 1 06/28/2014 Paramedic	185 198	Sat	Police/Fire/911 Code 3	Unit 107 Code 1	22:54 22:54 22:56 23:00 E – 6	23:31 23:47 23:54
703 1 06/29/2014 Paramedic	185 199	Sun	Police/Fire/911 Code 3	Unit 107 Code 1	12:33 12:33 12:33 12:38 E – 5	13:01 13:18 14:05

= Outside the Glenpool response area

@ = Second ambulance responding

Log Report**Glenpool - June 2014**

Call Number Leg	Day	Caller	Unit Description	Rcvd Paged	To Dest At Dest
Call Date	Attendants	Dispatch Urgency	Transport Urgency	Enroute On Scene	Availabl
Level Of Care					
704		Creek County EMS	Unit 107	17:09	17:24
1	Sun			17:09	19:49
06/29/2014	185 199			17:10	19:59
Paramedic		Code 3	Code 1	17:19	E – 10 &
705		EMSA	Unit 107	06:12	06:23
1	Mon			06:12	06:23
06/30/2014	185 199			06:14	
Paramedic		Code 3	No Patient Found	06:19	E – 7
706		Police/Fire/911	Unit 107	16:49	17:03
1	Mon			16:49	17:27
06/30/2014	185 195			16:52	18:41
Paramedic		Code 3	Code 1	16:53	E – 4
707		Police/Fire/911	Unit 108	18:44	19:09
1	Mon			18:44	19:30
06/30/2014	156 132			18:46	19:50
Paramedic		Code 3	Code 1	18:49	E – 5 @

Total For All

& = South of 181 St

Total Calls:

@ = Second ambulance responding



To: HONORABLE CHAIR AND GEMS DISTRICT BOARD MEMBERS
From: Susan White, District Administrator, Clerk/Secretary
Date: July 7, 2014
Subject: District Administrator Report

I respectfully request your consideration to acknowledge the following report in written form. I'm traveling out of state on vacation and will not be attending the meeting. Unfortunately my vacation was booked before I was appointed to the Administrator position. Please accept my apology for the absence.

AUDIT:

The single outstanding business to report is the status of the Audit conducted by the State Auditor and Inspectors Office for fiscal years 2008-2013. Staff has compiled a response to the findings represented in the Audit. The response will be presented to the Board for approval at an upcoming meeting, and subsequently submitted to the State Auditor and Inspector.

I recommend the Chairman consider calling a Special meeting to receive and approve the audit response, on July 21, 2014.