NOTICE
GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
SPECIAL MEETING

A Special Session of the Glenpool Area Emergency Medical Service District will be held at 6:00 p.m. immediately following the Glenpool City Council meeting on Monday, August 20, 2018, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

AGENDA

Page

A) **Call to Order - Timothy Lee Fox, Chairman**

B) **Roll Call, Declaration of Quorum – Wendy Knight, Clerk; Timothy Lee Fox, Chairman**

C) **Scheduled Business**

1) Discussion and possible action to approve the FY 2018-2019 Estimate of Needs. (John Gonsalves, Treasurer) — 2 - 23

FY 18-19 Gems Estimate of Needs

2) Discussion and possible action to approve issuance of listed FY 2018-2019 Blanket Purchase Orders. (John Gonsalves, Treasurer) — 24

FY18-19 Blanket purchase Orders

3) Discussion and possible action to approve the Amended FY 2018-2019 Administrative Operations Agreement between City of Glenpool and Glenpool Area Emergency Medical Service District (GEMS). (Susan White, District Administrator) — 25 - 32

STAFF REPORT- OP AGMT
OPERATIONAL AGREEMENT - FY 2019 - 82018
Copy of EX. A 2018-2019 Run Calculation

D) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on August 16, 2018 at 5:00 pm.
Signed:Wendy Knight
Clerk

GEMS

Glenpool Area Medical Service District
Glenpool, Oklahoma

To: HONORABLE CHAIRMAN AND GEMS DISTRICT BOARD MEMBERS

From: John Gonsalves, District Treasurer

Date: August 20, 2018

Subject: FY18-19 Estimate of Needs

Background:

The Glenpool Area Emergency Medical Services District (GEMS) is required to prepare an annual Estimate of Needs and submit it to the Tulsa County Excise Board for the amount of cash on hand from the fiscal year just ended, and the estimated expenditures and revenues for the fiscal year in progress. The needs of the county and each school district, municipality and other entities are combined to determine the millage rate for all areas in the county.

The ad volrem tax revenues anticipated for FY19 are based on the Net assessed Valuation (NAV) of the property in the GEMS service area is $95,280,138. With a statutory millage rate of 3.00 mills, plus an additional 0.09 mill adjustment factor applied by the County for absorption of household personal perperty, the estimated FY18-19 GEMS revenue from ad valorem taxes is $275,414.02, an increase of $28,046.00 or 11% increase over FY17-18.

Staff Recommendation:

Staff recommends approval of the Estimate of Needs for FY18-19

Attachments:

FY17-18 Financial Summary

Estimate of Needs for FY18-19

12205 S. Yukon, Glenpool, OK 74033 • OFFICE: 918-209-4630 FAX: 918-209-4626

GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT

Collections, Disbursements and Cash Balances

For the Year Ended June 30, 2018
with Comparative Totals for June 30, 2017

	2018	2017
Beginning Cash Balance, July 1:	$ 296,260	$ 407,670
Collections:		
Ad Valorem Taxes	275,414	247,368
Miscellaneous	-	-
Total revenues	275,414	247,368
Disbursements:		
Maintenance and Operations	253,889	277,460
Audit Fees	7,670	10,232
Capital Equipment	-	71,085
Total Disbursements	261,559	358,777
Ending Cash Balance June 30	$ 310,115	$ 296,260

GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
2018-2019

ESTIMATE OF NEEDS
AND FINANCIAL STATEMENT OF THE
FISCAL YEAR 2017-2018

GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
THE COUNTY OF TULSA
STATE OF OKLAHOMA

Two copies of this Financial Statement and Estimate of Needs should be filed with the County Clerk not later than August 17 for all Counties. After approval by the Excise Board and the levies are made, both statements should be signed by the appropriate Board Members. One complete signed copy must be sent to the State Auditor and Inspector, 2300 N. Lincoln Blvd., State Capitol, Room 100, Oklahoma City, OK 73105. If publication may not be had by date required for filing, affidavit and proof of publication are required to be attached within five days after date of filing.

THE 2018-2019 ESTIMATE OF NEEDS AND FINANCIAL
STATEMENT OF THE FISCAL YEAR 2017-2018

PREPARED BY Crawford & Associates, P.C.

SUBMITTED TO THE TULSA COUNTY
EXCISE BOARD THIS ____ DAY OF ________________________ 2018

EMERGENCY MEDICAL SERVICE BOARD

Chairman ____________________________ Member ____________________________

Member ____________________________ Member ____________________________

Member ____________________________ Member ____________________________

Clerk ____________________________

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
OF
TULSA COUNTY
2018-2019
ESTIMATE OF NEEDS
AND FINANCIAL STATEMENT OF THE
FISCAL YEAR 2017-2018

INDEX

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
OF
TULSA COUNTY
2018-2019
ESTIMATE OF NEEDS
AND FINANCIAL STATEMENT OF THE
FISCAL YEAR 2017-2018

GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
STATE OF OKLAHOMA, COUNTY OF TULSA, ss:

To the County Excise Board of said County and State, Greeting:-

Pursuant to the requirements of 68 O.S. Section 3002, we submit herewith for your consideration, the within statement of the fiscal condition of the Emergency Medical Service Board, County of Tulsa , State of Oklahoma, for the fiscal year beginning July 1, 2017 and ending June 30, 2018, together with an itemized statement of the estimated needs thereof for the fiscal year beginning July 1, 2018 and ending June 30, 2019. The same have been prepared in conformity to Statute, in relation to which be it further noted that:

1. We, the members of the Emergency Medical Service Board of said County and State, do hereby certify that the statements herein submitted show the true and correct conditions of the fiscal affairs of said Emergency Medical Service Board for the fiscal year ending June 30, 2018, that said statements comprise a "full and accurate statement of the assessments, receipts and expenditures of the preceding year, made out in detail under separate heads" as required by 19 O.S. Section 345; that said preparation was had at an official session of said Board, begun on the first Monday in July, 2018 pursuant to the provisions of 68 O.S Section 3002.

2. And we further certify that the estimates of the several amounts necessary for current expenses for the fiscal year beginning July 1, 2018 and ending June 30, 2019 as shown under "Schedule 8" were prepared and filed with the Emergency Medical Service Board as of the first Monday in July 2018, that the same have been correctly entered, and that all estimates made are entered as certified by Department Heads for the respective purposes herein set out. We further certify that the sums requested for salaries of county officers and the deputies are calculated and based upon authority of salary statutes currently effective and applicable in this county.

3. We further certify that the estimated income from sources other than ad valorem tax, shown on "Schedule 4", may reasonably be expected to be collected as a revenue during the ensuing fiscal year, and is not in excess of the 90% of the amounts collected for the same sources during the fiscal year ending June 30, 2018.

Dated at the office of the County Clerk, at Glenpool Area Emergency Medical Service District, Oklahoma, this ____ day of ________________________, 2018.

Chairman	Member
Member	Member
Member	Member

Clerk

Filed this ____ day of ________________, 2018 Secretary and Clerk of Excise Board, Tulsa County, Oklahoma.

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

AFFIDAVIT OF PUBLICATION

STATE OF OKLAHOMA, COUNTY OF TULSA

Personally appeared before me, the undersigned Notary Public, ____________________________________
County Clerk of the County and State aforesaid, who being first duly sworn according to law, deposes and says: That he/she complied with the law by having the financial statement for the fiscal year ending June 30, 2018, and the estimated needs and the estimated income from sources other than ad valorem taxes, for the fiscal year beginning July 1, 2018 and ending June 30, 2019 published in one issue of the Tulsa Beacon a legally-qualified newspaper published - of general circulation, in said county (strike inapplicable phrase) a copy of which together with proof of publication is herewith attached marked Exhibit "Z" and made a part of hereof.

____
County Clerk

Subscribed and sworn to before me this ____ day of ______________________, 2018.

____________________________ ____________________________
Notary Public My Commission Expires

#REF!

EMERGENCY MEDICAL SERVICE DISTRICT PUBLICATION SHEET - TULSA COUNTY, OKLAHOMA

FINANCIAL STATEMENT OF THE VARIUS FUNDS FOR THE FISCAL YEAR ENDING JUNE 30, 2018, AND ESTIMATE OF NEEDS FOR THE FISCAL YEAR ENDING JUNE 30, 2019, OF THE EMERGENCY MEDICAL SERVICE DISTRICT OF TULSA COUNTY, OKLAHOMA

EXHIBIT "Z" Page 1

STATEMENT OF FINANICAL CONDITION AS OF JUNE 30, 2018	E.M.S. Detail
ASSETS:	
Cash Balance June 30, 2018	$ 336,615.31
Investments	$ -
TOTAL ASSETS	$ 336,615.31
LIABILITIES AND RESERVES:	
Warrants Outstanding	$ 26,500.27
Reserve for Interest on Warrants	$ -
Reserves From Schedule 8	$ -
TOTAL LIABILITIES AND RESERVES	$ 26,500.27
CASH FUND BALANCE (Deficit) JUNE 30, 2018	$ 310,115.04

ESTIMATED NEEDS FOR FISCAL YEAR ENDING JUNE 30, 2019

GENERAL FUND	GENERAL FUND
Current Expense	$ 577,765.61
Reserve for Int. on Warrants & Revaluation	$ -
Total Required	$ 577,765.61
FINANCED	
Cash Fund Balance	$ 310,115.04
Estimated Miscellaneous Revenue	$ -
Total Deductions	$ 310,115.04
Balance to Raise from Ad Valorem Tax	$ 267,650.57
ESTIMATED MISCELLANEOUS REVENUE:	
1000 Charges for Services	$ -
2000 Local Sources of Revenue	$ -
3000 State Sources of Revenue	$ -
4000 Federal Sources of Revenue	$ -
5000 Miscellaneous Revenue	$ -
6111 Contributions from Other Funds	$ -
Total Estimated Revenue	$ -

SINKING FUND BALANCE SHEET	SINKING FUND
1. Cash Balance on Hand June 30, 2018	$ -
2. Legal Investments Properly Maturing	$ -
3. Judgements Paid to Recover by Tax Levy	$ -
4. Total Liquid Assets	$ -
Deduct Matured Indebtedness:	$ -
5. a. Past-Due Coupons	$ -
6. b. Interest Accrued Thereon	$ -
7. c. Past-Due Bonds	$ -
8. d. Interest Thereon After Last Coupon	$ -
9. e. Fiscal Agency Commissions on Above	$ -
10. f. Judgements and Int. Levied for/Unpaid	$ -
11. Total Items a. Through f.	$ -
12. Balance of Assets Subject to Accruals	$ -
Deduct Accrual Reserve If Assets Sufficient:	
13. g. Earned Unmatured Interest	$ -
14. h. Accrual on Final Coupons	$ -
15. i. Accrued on Unmatured Bonds	$ -
16. Total Items g. Through i.	$ -
17. Excess of Assets Over Accrual Reserves **	$ -
SINKING FUND REQUIREMENTS FOR 2018-2019	
1. Interest Earnings on Bonds	$ -
2. Accrual on Unmatured Bonds	$ -
3. Annual Accrual on "Prepaid" Judgements	$ -
4. Annual Accrual on "Unpaid" Judgements	$ -
5. Interest on Unpaid Judgements	$ -
6. Annual Accrual From Exhibit KK	$ -
Total Sinking Fund Requirements	$ -
Deduct:	
1. Exces of Assets Over Liabilities	$ -
2. Surplus Building Fund Cash	
Balance to Raise By Tax Levy	$ -

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board. 72

EMERGENCY MEDICAL SERVICE DISTRICT PUBLICATION SHEET - TULSA COUNTY, OKLAHOMA
FINANCIAL STATEMENT OF THE VARIUS FUNDS FOR THE FISCAL YEAR ENDING JUNE 30, 2018, AND ESTIMATE OF NEEDS FOR THE FISCAL YEAR ENDING JUNE 30, 2019, OF THE EMERGENCY MEDICAL SERVICE DISTRICT OF TULSA COUNTY, OKLAHOMA

EXHIBIT "Z"

** If line 12 is less than line 16 after omitting "h" deduct the following each in turn from line 4, "Total Liquid Assets".	SINKING FUND
13d. j. Unmatured Coupons Due 4-1-2019	$ -
14d. k. Unmatured Bonds So Due	
15d. l. Whatever Remains is for Exhibit KK Line E.	$ -
16d. Deficit as Shown on Sinking Fund Balance Sheet.	$ -
17d. Less Cash Requirements for Current Fiscal Year in Excess of Cash on Hand (From Line 15d Above).	
18d. Remaining Deficit is for Exhibit KK Line F.	$ -

CERTIFICATE - GOVERNING BOARD

STATE OF OKLAHOMA, COUNTY OF TULSA, ss:

We, the undersigned Emergency Medical Service Board of Tulsa County Oklahoma, do hereby certify that at a meeting of the Emergency Medical Service Board of the said County, begun at the time provided by law for Counties and pursuant to the provisions of 68 O. S. Section 3002, the foregoing statement was prepared and is a true and correct condition of the Financial Affairs of said Emergency Medical Board as reflected by the record of the Clerk and Treasurer. We further certify that the forgoing estimate for current expenses for the fiscal year beginning July 1, 2018, and ending June 30, 2019, as shown are reasonably necessary for the properconduct of the affairs of the said Emergency Medical Service Board, that the Estimated Income to be derived from sources other than ad valorem taxationdoes not exceed the lawfully authorized ration of the revenue derived from the same sources during the preceding fiscal year.

Chairman of Board　　Member　　Member

Member　　Member　　Member

Attest
County Clerk　　Seal

Subscribed and sworn to before me this 20 day of June, 2018.

Notary Public

Required to be published in a legally-qualified newspaper printed in the County, or one issue published in a legally-qualified newspaper of general circulation in the County.

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

CERTIFICATE OF EXCISE BOARD
ESTIMATE OF NEEDS FOR 2018-2019

STATE OF OKLAHOMA, COUNTY OF TULSA

We, the members of the Excise Board of said County and State, do hereby certify that we have examined the foregoing estimates of proposed current expenses for the ensuing fiscal year as filed with the Emergency Medical Service Board, and those directly under, or in contractual relationship with, the Emergency Medical Service Board; we have ascertained from the Financial Statements submitted therewith the amount of Surplus Balances of Cash on Hand; we have considered the uncollected ad valorem taxes of the previous year or years; and we have ascertained that the probable Income estimated to be collected from all sources other than ad valorem taxation may reasonably be expected as a revenue for the ensuing fiscal year, and that the same does not exceed 90% of the actual collection from such sources for the previous fiscal year.

In so doing, we have diligently performed the duties imposed upon the Excise Board by 68 O.S. 1991 Section 3007, (1) ascertaining that the financial statements, as to statistics therein contained reflect the true fiscal condition at the close of the fiscal year, or caused the same to be corrected so to show; (2) struck from the estimate of needs so submitted any items not authorized by law and reduced to the sum authorized by law any items restricted by statute as to the amount lawfully expendable therefore; (3) supplemented such estimate, after proper publication, by an estimate of needs prepared by this Excise Board to make provision for mandatory governmental functions where the estimate submitted wholly failed or was deemed inadequate to fulfill the mandate of the Constitutions or of the Legislature; (4) computed the total means available to each fund in the manner provided; and (5) then and only thereafter. -

Accordingly, we have and do hereby appropriate the Surplus Balances of Cash on Hand, and the Revenues and Levies hereinafter set forth for each Fund to the several and specific purposes named in such estimates, by each, to the intent and purpose that CONSTITUTIONAL GOVERNMENTAL FUNCTIONS shall be first assured and provided for, and subsequently to provide for Legislative Governmental Functions insofar as to the available Surpluses, Revenues and Levies will permit; and we have provided also that the Levies are in excess of the amount appropriated to needs after deducting the surplus cash balance on hand, and Estimated Revenues other than tax, by the percentage and amount or reserve for delinquent tax as hereinafter set forth, which we have determined in the manner provided by law.

We further certify that we have examined the within statements of account and estimated needs or requirements of the Governing Board of 2017 County, in relation to the Sinking Fund or Funds thereof, and after finding the same correct or having caused the same to be corrected pursuant to 68 O. S. 1991 Section 3009, have approved the requirements therefor to fulfill the conditions of Section 26 and 28 of Article 10, Oklahoma Constitution, and have made and certified a tax levy therefor to the extent of the excess of said total requirements over the total of items 2, 3, 6, and 12 of Exhibit "Y" (Page 2) and any other legal deduction, including a reserve of ____% for delinquent taxes.

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

EMERGENCY MEDICAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2017, to JUNE 30, 2018

ESTIMATE OF NEEDS FOR 2018-2019

EXHIBIT "E"

Schedule 1, Current Balance Sheet - June 30, 2018		
		Amount
ASSETS:		
Cash Balance June 30, 2018	$	336,615.31
Investments	$	-
TOTAL ASSETS	$	336,615.31
LIABILITIES AND RESERVES:		
Warrants Outstanding	$	26,500.27
Reserve for Interest on Warrants	$	-
Reserves From Schedule 8	$	-
TOTAL LIABILITIES AND RESERVES	$	26,500.27
CASH FUND BALANCE JUNE 30, 2018	$	310,115.04
TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE	$	336,615.31

Schedule 2, Revenue and Requirements - 2018-2019				
	Detail		Total	
REVENUE:				
Cash Balance June 30, 2017	$	296,260.42		
Cash Fund Balance Transferred From Prior Years	$	-		
Current Ad Valorem Tax Apportioned	$	275,414.02		
Miscellaneous Revenue Apportioned	$	-		
TOTAL REVENUE			$	571,674.44
REQUIREMENTS:				
Claims Paid by Warrants Issued	$	353,998.48		
Reserves From Schedule 8	$	-		
Interest Paid on Warrants	$	-		
Reserve for Interest on Warrants	$	-		
TOTAL REQUIREMENTS			$	353,998.48
ADD: CASH FUND BALANCE AS PER BALANCE SHEET 6-30-2018			$	310,115.04
TOTAL REQUIREMENTS AND CASH FUND BALANCE			$	664,113.52

Schedule 3, Cash Fund Balance Analysis - June 30, 2018	Amount	
ADDITIONS:		
Miscellaneous Revenue Collected in Excess of Estimates-Net	$	-
Warrants Estopped, Cancelled or Converted	$	-
Fiscal Year 2017-2018 Lapsed Appropriations	$	99,162.60
Fiscal Year 2016-2017 Lapsed Appropriations	$	-
Ad Valorem Tax Collections in Excess of Estimate	$	26,340.67
Prior Years Ad Valorem Tax	$	247,367.64
TOTAL ADDITIONS	$	372,870.91
DEDUCTIONS:		
Supplemental Appropriations	$	29,703.00
Current Tax in Process of Collection	$	-
TOTAL DEDUCTIONS	$	29,703.00
Cash Fund Balance as per Balance Sheet 6-30-2018	$	310,115.04
Composition of Cash Fund Balance:		
Cash	$	310,115.04
Cash Fund Balance as per Balance Sheet 6-30-2018	$	310,115.04

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

EMERGENCY MEDICAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2017, to JUNE 30, 2018

ESTIMATE OF NEEDS FOR 2018-2019

EXHIBIT "E" 2a

Schedule 4, Miscellaneous Revenue		
	2017-2018 ACCOUNT	
SOURCE	AMOUNT ESTIMATED	ACTUALLY COLLECTED
1000 CHARGES FOR SERVICES		
1111 Service Fees	$ -	$ -
1112 Service Fees	$ -	$ -
1113 Training Fees	$ -	$ -
1114 Other -	$ -	$ -
1115 Other -	$ -	$ -
1116 Other -	$ -	$ -
1117 Other -	$ -	$ -
1118 Other -	$ -	$ -
1119 Other -	$ -	$ -
1120 Other -	$ -	$ -
1121 Other -	$ -	$ -
1122 Other -	$ -	$ -
1123 Other -	$ -	$ -
1124 Other -	$ -	$ -
1125 Other -	$ -	$ -
Total Charges For Services	$ -	$ -
INTERGOVERNMENTAL REVENUE		
2000 INTERGOVERNMENTAL REVENUE - LOCAL SOURCES:		
2111 Local Contributions	$ -	$ -
2112 Local Governmental Reimbursements	$ -	$ -
2113 Local Payments in Lieu of Tax Revenue	$ -	$ -
2114 Other -	$ -	$ -
2115 Other -	$ -	$ -
2116 Other -	$ -	$ -
2117 Other -	$ -	$ -
2118 Other -	$ -	$ -
2124 Other -	$ -	$ -
Total - Local Sources	$ -	$ -
3000 INTERGOVERNMENTAL REVENUES - STATE SOURCES:		
3111 County Sales Tax - OTC	$ -	$ -
3112 Other - OTC	$ -	$ -
Sub-Total - OTC	$ -	$ -
3211 State Grants	$ -	$ -
3212 State Payments in Lieu of Tax Revenue	$ -	$ -
3213 Homestead Exemption Reimbursement	$ -	$ -
3214 Additional Homestead Exemption Reimbursement	$ -	$ -
3215 Other -	$ -	$ -
3216 Other -	$ -	$ -
3217 Other -	$ -	$ -
3218 Other -	$ -	$ -
3219 Other -	$ -	$ -
3220 Other -	$ -	$ -
3221 Other -	$ -	$ -
3222 Other -	$ -	$ -
3223 Other -	$ -	$ -
3224 Other -	$ -	$ -
3225 Other -	$ -	$ -
Total - State Sources	$ -	$ -

Continued on page 2b

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

EMERGENCY MEDICAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2017, to JUNE 30, 2018

ESTIMATE OF NEEDS FOR 2018-2019

2017-2018 ACCOUNT OVER (UNDER)	BASIS AND LIMIT OF ENSUING ESTIMATE	2018-2019 ACCOUNT CHARGEABLE INCOME	ESTIMATED BY GOVERNING BOARD	APPROVED BY EXCISE BOARD
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -		$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -		$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -		$ -	$ -	$ -

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

EMERGENCY MEDICAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2017, to JUNE 30, 2018

ESTIMATE OF NEEDS FOR 2018-2019

EXHIBIT "E" 2b

Schedule 4, Miscellaneous Revenue		
SOURCE	2017-2018 ACCOUNT	
	AMOUNT	ACTUALLY
Continued from page 2a	ESTIMATED	COLLECTED
4000 INTERGOVERNMENTAL REVENUES - FEDERAL SOURCES:		
4111 Federal Grants	$ -	$ -
4112 Reimbursement - Federal	$ -	$ -
4113 Federal Payments in Lieu of Tax Revenue	$ -	$ -
4114 Other -	$ -	$ -
4115 Other -	$ -	$ -
4116 Other -	$ -	$ -
4117 Other -	$ -	$ -
4118 Other -	$ -	$ -
4119 Other -	$ -	$ -
4120 Other -	$ -	$ -
4121 Other -	$ -	$ -
4122 Other -	$ -	$ -
4123 Other -	$ -	$ -
4124 Other -	$ -	$ -
4125 Other -	$ -	$ -
4126 Other -	$ -	$ -
4127 Other -	$ -	$ -
4128 Other -	$ -	$ -
Total Federal Sources	$ -	$ -
Grand Total Intergovernmental Revenues	$ -	$ -
5000 MISCELLANEOUS REVENUE:		
5111 Interest on Investments	$ -	$ -
5112 Rental or Lease of Property	$ -	$ -
5113 Sale of Property	$ -	$ -
5114 Subscription Sales (Memberships)	$ -	$ -
5115 Insurance Recoveries	$ -	$ -
5116 Insurance Reimbursement	$ -	$ -
5117 Return Check Charges	$ -	$ -
5118 Utility Reimbursements	$ -	$ -
5119 Vending Machine Commissions	$ -	$ -
5120 Other Concessions	$ -	$ -
5121 Other -	$ -	$ -
5122 Other -	$ -	$ -
5123 Other -	$ -	$ -
5124 Other -	$ -	$ -
5125 Other -	$ -	$ -
5126 Other -	$ -	$ -
5127 Other -	$ -	$ -
5128 Other -	$ -	$ -
5129 Other -	$ -	$ -
5130 Other -	$ -	$ -
5131 Other -	$ -	$ -
5132 Other -	$ -	$ -
Total Miscellaneous Revenue	$ -	$ -
6000 NON-REVENUE RECEIPTS:		
6111 Contributions from Other Funds	$ -	$ -
Grand Total Health Fund	$ -	$ -

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

EMERGENCY MEDICAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2017, to JUNE 30, 2018

ESTIMATE OF NEEDS FOR 2018-2019

2017-2018 ACCOUNT	BASIS AND	2018-2019 ACCOUNT		
OVER	LIMIT OF ENSUING	CHARGEABLE	ESTIMATED BY	APPROVED BY
(UNDER)	ESTIMATE	INCOME	GOVERNING BOARD	EXCISE BOARD
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -		$ -	$ -	$ -
$ -		$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -		$ -	$ -	$ -
$ -	90.00%	$ -	$ -	$ -
$ -		$ -	$ -	$ -

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

EMERGENCY MEDICAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2017, to JUNE 30, 2018

ESTIMATE OF NEEDS FOR 2018-2019

EXHIBIT "E" 3

Schedule 5, Expenditures Emergency Medical Fund Cash Accounts of Current and All Prior Years		
CURRENT AND ALL PRIOR YEARS		2017-2018
Cash Balance Reported to Excise Board 6-30-2017	$	296,260.42
Cash Fund Balance Transferred Out	$	-
Cash Fund Balance Transferred In	$	-
Adjusted Cash Balance	$	296,260.42
Ad Valorem Tax Apportioned To Year In Caption	$	275,414.02
Miscellaneous Revenue (Schedule 4)	$	-
Cash Fund Balance Forward From Preceding Year	$	-
Prior Expenditures Recovered	$	-
TOTAL RECEIPTS	$	275,414.02
TOTAL RECEIPTS AND BALANCE	$	571,674.44
Warrants of Year in Caption	$	235,059.13
Interest Paid Thereon	$	-
TOTAL DISBURSEMENTS	$	235,059.13
CASH BALANCE JUNE 30, 2018	$	336,615.31
Reserve for Warrants Outstanding	$	26,500.27
Reserve for Interest on Warrants	$	-
Reserves From Schedule 8	$	-
TOTAL LIABILITES AND RESERVE	$	26,500.27
DEFICIT: (Red Figure)	$	-
CASH BALANCE FORWARD TO SUCCEEDING YEAR	$	310,115.04

Schedule 6, Emergency Medical Fund Warrant Account of Current and All Prior Years		
CURRENT AND ALL PRIOR YEARS		TOTAL
Warrants Outstanding 6-30-2017 of Year in Caption	$	92,439.08
Warrants Registered During Year	$	261,559.40
TOTAL	$	353,998.48
Warrants Paid During Year	$	327,498.21
Warrants Converted to Bonds or Judgements	$	-
Warrants Cancelled	$	-
Warrants Estopped by Statute	$	-
TOTAL WARRANTS RETIRED	$	327,498.21
BALANCE WARRANTS OUTSTANDING JUNE 30, 2018	$	26,500.27

Schedule 7, 2017 Ad Valorem Tax Account		
2017 Net Valuation Certified To County Excise Board $ 88,666,888.00 3.090 Mills		Amount
Total Proceeds of Levy as Certified	$	273,980.68
Additions:	$	-
Deductions:	$	-
Gross Balance Tax	$	273,980.68
Less Reserve for Delinqent Tax	$	24,907.33
Reserve for Protest Pending	$	-
Balance Available Tax	$	249,073.35
Deduct 2017 Tax Apportioned	$	275,414.02
Net Balance 2017 Tax in Process of Collection or	$	-
Excess Collections	$	26,340.67

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

EMERGENCY MEDICAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2017, to JUNE 30, 2018

ESTIMATE OF NEEDS FOR 2018-2019

Schedule 5, (Continued)

2016-2017	2015-2016	2014-2015	2013-2014	2012-2013	2011-2012	TOTAL
$ 407,669.90	$ 377,153.30	$ 327,179.96	$ -	$ -	$ -	$ 1,112,003.16
$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ 407,669.90	$ 377,153.30	$ 327,179.96	$ -	$ -	$ -	$ 1,112,003.16
$ 247,367.64	$ 233,602.54	$ 220,761.95	$ -	$ -	$ -	$ 977,146.15
$ -	$ 158.66	$ 165.23	$ -	$ -	$ -	$ 323.89
$ -	$ -	$ -	$ -	$ -	$ -	$ 296,260.42
$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ 247,367.64	$ 233,761.20	$ 220,927.18	$ -	$ -	$ -	$ 1,273,730.46
$ 655,037.54	$ 610,914.50	$ 548,107.14	$ -	$ -	$ -	$ 2,385,733.62
$ 257,584.04	$ 160,348.11	$ 170,763.00	$ -	$ -	$ -	$ 823,754.28
$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ 257,584.04	$ 160,348.11	$ 170,763.00	$ -	$ -	$ -	$ 823,754.28
$ 397,453.50	$ 450,566.39	$ 377,344.14	$ -	$ -	$ -	$ 1,561,979.34
$ 92,439.08	$ 13,798.70	$ -	$ -	$ -	$ -	$ 132,738.05
$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ 8,754.00	$ 29,098.09	$ 190.84	$ -	$ -	$ -	$ 38,042.93
$ 101,193.08	$ 42,896.79	$ 190.84	$ -	$ -	$ -	$ 170,780.98
$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ 296,260.42	$ 407,669.60	$ 377,153.30	$ -	$ -	$ -	$ 1,391,198.36

Schedule 6, (Continued)

2017-2018	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013	2011-2012
$ 92,439.08	$ 13,798.70	$ -	$ -	$ -	$ -	$ -
$ 261,559.40	$ 379,121.21	$ 174,146.81	$ -	$ -	$ -	$ -
$ 353,998.48	$ 392,919.91	$ 174,146.81	$ -	$ -	$ -	$ -
$ 327,498.21	$ 300,480.83	$ 160,348.11	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ 327,498.21	$ 300,480.83	$ 160,348.11	$ -	$ -	$ -	$ -
$ 26,500.27	$ 92,439.08	$ 13,798.70	$ -	$ -	$ -	$ -

Schedule 9, Emergency Medical Fund Investments

INVESTED IN	Investments on Hand June 30, 2017	Since Purchased	LIQUIDATIONS By Collections of Cost	LIQUIDATIONS Amortized Premium	Barred by Court Order	Investments on Hand June 30, 2018
	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL INVESTMENTS	$ -	$ -	$ -	$ -	$ -	$ -

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

EMERGENCY MEDICAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2017, to JUNE 30, 2018

ESTIMATE OF NEEDS FOR 2018-2019

EXHIBIT "E" 4

Schedule 8(a), Report Of Prior Year's Expenditures				
	FISCAL YEAR ENDING JUNE 30, 2017			
DEPARTMENTS OF GOVERNMENT	RESERVES	WARRANTS	BALANCE	ORIGINAL
APPROPRIATED ACCOUNTS	6-30-2017	SINCE	LAPSED	APPROPRIATIONS
		ISSUED	APPROPRIATIONS	
92 EMERGENCY MEDICAL BUDGET ACCOUNT:				
92a Personal Services	$ -	$ -	$ -	$ 10,865.00
92b Part Time Help	$ -	$ -	$ -	$ -
92c Travel	$ -	$ -	$ -	$ -
92d Maintenance and Operation	$ 8,754.00	$ 8,754.00	$ -	$ 287,400.00
92e Capital Outlay	$ -	$ -	$ -	$ -
92f Intergovernmental	$ -	$ -	$ -	$ -
92g Other -	$ -	$ -	$ -	$ -
92h Other -	$ -	$ -	$ -	$ -
92j Other -	$ -	$ -	$ -	$ -
92 Total	$ 8,754.00	$ 8,754.00	$ -	$ 298,265.00
93				
93a Personal Services	$ -	$ -	$ -	$ -
93b Part Time Help	$ -	$ -	$ -	$ -
93c Travel	$ -	$ -	$ -	$ -
93d Maintenance and Operation	$ -	$ -	$ -	$ -
93e Capital Outlay	$ -	$ -	$ -	$ -
93f Intergovernmental	$ -	$ -	$ -	$ -
93g Other -	$ -	$ -	$ -	$ -
93h Other -	$ -	$ -	$ -	$ -
93 Total	$ -	$ -	$ -	$ -
95 EMERGENCY MEDICAL AUDIT BUDGET ACCOUNT:				
95a Salaries and Expense of Audit and Report	$ -	$ -	$ -	$ 24,000.00
95b Intergovernmental	$ -	$ -	$ -	$ -
95c Other -	$ -	$ -	$ -	$ -
95d Other -	$ -	$ -	$ -	$ -
95e Other -	$ -	$ -	$ -	$ -
95f Other -	$ -	$ -	$ -	$ -
95g Other -	$ -	$ -	$ -	$ -
95h Other -	$ -	$ -	$ -	$ -
95 Total	$ -	$ -	$ -	$ 24,000.00
98 OTHER USES:				
98a Other Deductions	$ -	$ -	$ -	$ -
98 Total	$ -	$ -	$ -	$ -
TOTAL GENERAL FUND ACCOUNT	$ 8,754.00	$ 8,754.00	$ -	$ 322,265.00
SUBJECT TO WARRANT ISSUE:				
99 Provision for Interest on Warrants	$ -	$ -	$ -	$ -
GRAND TOTAL GENERAL FUND	$ 8,754.00	$ 8,754.00	$ -	$ 322,265.00

ESTIMATE OF NEEDS FOR THE FISCAL YEAR
PURPOSE:
Current Expense
Pro rata share of County Assessor's Budget as determined by County Excise Board
GRAND TOTAL - Emergency Medical Fund

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

EMERGENCY MEDICAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2017, to JUNE 30, 2018

ESTIMATE OF NEEDS FOR 2018-2019

						Governmental Budget Accounts	
FISCAL YEAR ENDING JUNE 30, 2018						FISCAL YEAR 2018-2019	
SUPPLEMENTAL ADJUSTMENTS		NET AMOUNT OF APPROPRIATIONS	WARRANTS ISSUED	RESERVES	LAPSED BALANCE KNOWN TO BE UNENCUMBERED	NEEDS AS ESTIMATED BY GOVERNING BOARD	APPROVED BY COUNTY EXCISE BOARD
ADDED	CANCELLED						
$ -	$ -	$ 10,865.00	$ 10,839.84	$ -	$ 25.16	$ 10,865.00	$ 10,865.00
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ 287,400.00	$ 234,295.35	$ -	$ 53,104.65	$ 307,269.00	$ 307,269.00
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ 298,265.00	$ 245,135.19	$ -	$ 53,129.81	$ 318,134.00	$ 318,134.00
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ 29,703.00	$ -	$ 53,703.00	$ 7,670.21	$ -	$ 46,032.79	$ 53,703.00	$ 53,703.00
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ 29,703.00	$ -	$ 53,703.00	$ 7,670.21	$ -	$ 46,032.79	$ 53,703.00	$ 53,703.00
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ 29,703.00	$ -	$ 351,968.00	$ 252,805.40	$ -	$ 99,162.60	$ 371,837.00	$ 371,837.00
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
$ 29,703.00	$ -	$ 351,968.00	$ 252,805.40	$ -	$ 99,162.60	$ 371,837.00	$ 371,837.00

	Estimate of Needs by Governing Board	Approved by County Excise Board
	$ 371,837.00	$ 371,837.00
	$ -	$ -
	$ 371,837.00	$ 371,837.00

CERTIFICATE OF EXCISE BOARD
ESTIMATE OF NEEDS FOR 2018-2019

EXHIBIT "Y"		
County Excise Board's Appropriation of Income and Revenue	E.M.S Fund	Sinking Fund (Exc. Homesteads)
Appropriation Approved & Provision Made	$ 577,765.61	$ -
Appropriation of Revenues	$ -	$ -
Excess of Assets Over Liabilities	$ 310,115.04	$ -
Unclaimed Protest Tax Refunds	$ -	$ -
Miscellaneous Estimated Revenues	$ -	$ -
Est. Value of Surplus Tax in Process	$ -	$ -
Sinking Fund Contributions	$ -	$ -
Surplus Builing Fund Cash	$ -	$ -
Total Other Than 2017 Tax	$ -	$ -
Balance Required	$ 267,650.57	$ -
Add 10% for Delinquency	$ 26,765.06	$ -
Total Required for 2017 Tax	$ 294,415.63	$ -
Rate of Levy Required and Certified (in Mills)	3.09	0.00

We further certify that the net assessed valuation of the Property, subject to ad valorem taxes, after the amount of all Homestead Exemptions have deducted in the said County as finally equalized and certified by the State Board of Equalization for the current year 2018-2019 is as follows:

VALUATION AND LEVIES EXCLUDING HOMESTEADS				
County	Real	Personal	Public Service	Total
Total Valuation,	$ 78,130,692	$ 7,991,531	$ 9,157,915	$ 95,280,138

and that the assessed valuations herein certified have been used in computing the rates of mill levies and the proceeds thereof appropriated as aforesaid; and that having ascertained as aforesaid, the aggregate amount to be raised by ad valorem taxation, we thereupon made the levies therefor as provided by law as follows:

General Fu 0.00 Mills; Building Fund 0.00 Mills; Sinking Fund 0.00 Mills; Sub-Total 0.00 Mills;

Free Fair Budget Account (Levy Per Applicable Statute)	0.00 Mills;
Free Fair Improvement Budget Account (Net Proceeds of 1.00 Mill)	0.00 Mills;
Free Fair Additional Improvement Budget Account (Net Proceeds of 1.00 Mill)	0.00 Mills;
Library Budget Account (Net Proceeds of 1/2 of 1.00 Mill)	0.00 Mills;
Cooperative County/City-County Library Budget Account (1.00 to 4.00 Mills)	0.00 Mills;
County Cemetery (Prior To Aug. 15, 1933) Budget Account (Net Proceeds of 1/5 of 1.00 Mill)	0.00 Mills;
Public Buildings Budget Account (Not To Exceed 5.00 Mills)	0.00 Mills;
County Health Fund (Not To Exceed 2.50 Mills)	0.00 Mills;
Emergency Medical Service (Not To Exceed 3.00 Mills)	3.09 Mills;
Total County Levies	3.09 Mills;
County Wide Levy For Schools (4.00 Mills)	0.00 Mills;
Total County Wide Levy	3.09 Mills;

and we do hereby order the above levies to be certified forthwith by the Secretary of this Board to the County Assessor of said County, in order Assessor may immediately extend said levies upon the Tax Rolls for the year 2019 without regard to any protest that may be filed against any levies, as required by 68 O. S. 1991, Section 2869

Dated at ______, Oklahoma, this ____ day of ______________________, 2018.

Excise Board Member　　　　Excise Board Chairman

Excise Board Member　　　　Excise Board Secretary

S.A.&I. Form 268BR98 Entity: Tulsa EMS Board, 72

TULSA COUNTY, 72
STATISTICAL DATA
FISCAL YEAR 2018-2019

Total Valuation

Total Gross Valuation Real Property	$	80,412,212
Total Homestead Exemption	$	2,281,520
Total Real Property	$	78,130,692
Total Personal Property	$	7,991,531
Total Public Service Property	$	9,157,915
Total Valuation of Property	$	95,280,138

GEMS
Glenpool Area Medical Service District
Glenpool, Oklahoma

To: HONORABLE CHAIRMAN AND GEMS DISTRICT BOARD MEMBERS

From: John Gonsalves, District Treasurer

Date: August 20, 2018

Subject: FY18-19 Blanket Purchase Orders

Background:

A Blanket Purchase Order (PO) is a PO that is valid for a specified time period, and authorizes multiple orders during that time period. Blanket PO's are convenient when there is a recurring need for goods or services.

The following blanket PO's are for your consideration.

Vendor	Amount	Item	Account
Pace Products of Tulsa	$1,200.00	Medical Oxygen	31-6-01-6202
Emergency Medical Products	$800.00	Medical Supplies	31-6-01-6202
Curtin Drug	$1,000.00	Medical Supplies	31-6-01-6202
Centurion Health System	$158,000.00	Ambulance Services	31-6-01-6210
City of Glenpool	$107,700.00	First Responder/Admin Services	31-6-01-6225
Total	$268,700.00		

All amounts fall within the FY19 budget appropriations.

Staff Recommendation:

Staff recommends approval to issue the blanket PO's

Attachments:

None

12205 S. Yukon, Glenpool, OK 74033 • OFFICE: 918-209-4630 FAX: 918-209-4626

GEMS
Glenpool Area Medical Service District
Glenpool, Oklahoma

To: HONORABLE CHAIRMAN AND GEMS DISTRICT BOARD MEMBERS

From: Susan White, Administrator

Date: August 20, 2018

Subject: Amendment to FY19 Operational Agreement between GEMS and City of Glenpool.

Background:

The City of Glenpool and GEMS signed an agreement on June 18, 2018 outlining services to be provided by the City to GEMS, and a process for reimbursement to the City by GEMS for Fiscal Year 2019.

The intent of the Board, as evidenced by appropriations in the FY19 Budget, was that the District *will reimburse the City for the costs of providing services described in Sections II.A. and II.B* of the Operational Agreement. The agreement submitted in June inadvertently omitted Section III.F. which reflects GEMS responsibility to *provide EMR contracted training, EMR certification fees, EMR durable and replaceable medical equipment, medical oxygen, and all supplies and equipment not otherwise provided by other parties.*

The agreement has been updated to accurately define each party's responsibilities under the terms of the agreement.

Staff Recommendation:
Staff recommends approval of the amended agreement.

Attachments:
FY19 Amended Agreement

12205 S. Yukon, Glenpool, OK 74033 • OFFICE: 918-209-4643 FAX: 918-209-4641

[AMENDED]
ADMINISTRATIVE OPERATIONS AGREEMENT – FISCAL YEAR 2018 – 2019
[City of Glenpool and "GEMS" District]

This Administrative Operations Agreement ("Agreement"), made and entered into on the date last written below, by and between the City of Glenpool, Oklahoma, a municipal corporation, ("City") and the Glenpool Area Emergency Medical Service District ("GEMS") (together with the City, the "Parties"), expressly amends, replaces and supersedes all agreements previously entered into by the Parties for the purposes set forth herein.

I. Stipulations

A. The Parties acknowledge and agree to the following:

1. City is a municipal corporation doing business within Tulsa County, State of Oklahoma.

2. 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, and was created by vote of the qualified voters of the Glenpool Public School District on February 22, 1983. Since ratification, GEMS has continually functioned as an emergency medical service district and has been administered through five members appointed by the Tulsa County Board of County Commissioners and serving as a Board of Trustees as prescribed by the Oklahoma Constitution.

3. As provided by Title 5, Chapter 2, Article B, Section 1[1] of the Glenpool City Code, the Emergency Medical Response Agency consists of Glenpool Fire Department members who are certified by the Oklahoma Department of Health in accordance with the Oklahoma Emergency Response Systems Development Act and in accordance with rules and regulations promulgated by the Oklahoma Board of Health; and are so designated by the Medical Director, as defined in Title 5, Chapter 2, Article A, Section 1 of the City Code, to perform emergency medical services at the scene of an incident requiring emergency medical services, excluding transport, as further provided by Title 5, Chapter 2, Article B of the City Code.

II. City's Responsibilities

City acknowledges that all GEMS funds are derived from the three mill ad valorem levy approved by majority vote of the qualified voters of the Glenpool Public School District on the 22nd day of February 1983, and that all such funds shall only be expended for the purpose of providing funds for the support, organization, operation and maintenance of district ambulance services, including the provision of ambulance services by contract. City further agrees and promises to receive no portion of such GEMS funds beyond the extent to which the following services provided by City to GEMS incur costs for lawful

[1] The "emergency medical response agency", as defined in Title 5, Chapter 2, Article A, Section 1 of the City Code, consists of one or more employees of the City, one of whom shall be designated the Director of the Emergency Medical Response Agency, and all of whom shall at all times be certified by the State Department of Health in accordance with the Oklahoma Emergency Response Systems Development Act and in accordance with rules and regulations promulgated by the State Board of Health. The function of the Emergency Medical Response Agency is to provide assistance to the ambulance service provider, as provided by this "Operational Agreement" and the "Ambulance Service Agreement," as those terms are defined and used in Title 5, Chapter 2, Article A of the City Code, under the direction and control of the Medical Director.

emergency medical service District purposes which GEMS may lawfully subsidize in accordance with the Emergency Medical Service District Budget Act, 19 O.S. §§ 1701 – 1723, inclusive[2]:

A. City staff will perform all administrative services required for the implementation of this Agreement, including without limitation oversight of all operational costs identified in the City's adopted budget for FY 2018-2019, to be subsidized by GEMS in an amount appropriated for that purpose by the GEMS budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act.

---

[2] 19 O.S. §1719 provides expressly:

> Estimated revenues and appropriation expenditures in the budget of each fund shall be classified in conformity with the accounting system prescribed by the State Auditor and Inspector. Revenues shall be classified separately by source. Expenditures shall be departmentalized by appropriate functions and activities within each fund and shall be classified within the following categories:
>
> 1. Salaries and wages, which may include expenses for salaries, wages, per diem allowances and other forms of compensation;
> 2. Employee benefits paid to any member or employee of the board for services rendered or for employment. Employee benefits may include employer contributions to a retirement system, insurance, vacation allowances, sick leave, terminal pay or similar benefits;
> 3. Operating expenses, which may include materials and supplies, articles and commodities which are consumed or materially altered when used, such as office supplies, operating supplies and repair and maintenance supplies, and all items of expense to any persons, firm or corporation rendering a service in connection with repair, sale or trade of such articles or commodities, such as services or charges for communications, transportation, advertising, printing or binding, insurance, public utility services, repairs and maintenance, rentals, miscellaneous items and all items of operating expense to any person, firm or corporation rendering such services;
> 4. Other services and charges, which may include all current expenses other than those listed in paragraphs 1, 2, 3, 5 or 6 of this section;
> 5. Capital outlays, which may include outlays which result in acquisition of or additions to fixed assets purchased by the district, including land, buildings, improvements other than buildings, and all construction, reconstruction, appurtenances or improvements to real property accomplished according to the conditions of a contract, machinery and equipment, furniture and autos and trucks; and
> 6. Debt service, which may include outlays in the form of debt principal payments, periodic interest payments, paying agent's fees, or related service charges for benefits received in part in prior fiscal periods as well as in current and future fiscal periods.

B. City will provide Emergency Medical Response Agency emergency medical services for GEMS, to include: the cost of all personnel dedicated to Emergency Medical Response ("EMR") runs and related functions, EMR contracted training, EMR durable and replaceable medical equipment, supplies, emergency vehicle maintenance and fuel expenses and related services as provided by Title 5, Chapter 2, Article B, Sections 1 and 2 of the City Code[3] and will ensure that all persons acting as emergency medical responders shall be properly certified and shall be under the direct supervision of the GEMS Medical Director, as appointed by the GEMS District Board or by contract with an ambulance service provider pursuant to Title 5, Chapter 2, Article A, Section 2 of the City Code,[4] at a cost to be subsidized by GEMS in an amount appropriated for that purpose by the GEMS budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act.

III. GEMS' Responsibilities

A. GEMS will be solely responsible for the appointment, by the GEMS Board of Trustees, and payment of compensation as provided by separate employment agreement, of a person qualified and acceptable to the Board of Trustees ("District Administrator") to perform administrative services for GEMS, including services as an administrative liaison between GEMS and City for the purpose of making and delivering such reports to the Board of Trustees as needed to provide information, answer questions and carry out administrative tasks assigned by the Board, and will ensure that such District Administrator is present at no fewer than nine scheduled meetings of the Board of Trustees during the term of this Agreement all at a cost to be borne by GEMS in an amount appropriated for that purpose by the GEMS FY 2018-2019 Budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act.

B. GEMS will be solely responsible for the appointment, by the GEMS Board of Trustees, and payment of compensation as provided by separate employment agreement of a person qualified and acceptable to the Board of Trustees ("District Clerk") to perform clerical and record-keeping duties for GEMS in keeping with the Oklahoma Open Meeting Act and Open Records Act, including agenda preparation, minute-taking and documentation, and will ensure such District Clerk is present at no fewer than nine scheduled meetings of the Board of Trustees during the term of this Agreement all at a cost to be borne by GEMS in an amount appropriated for that purpose by the GEMS FY 2018-2019 Budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act.

C. GEMS will be solely responsible for the appointment, by the GEMS Board of Trustees, and payment of compensation as provided by separate employment agreement, of a person qualified and acceptable to the Board of Trustees ("District Counsel") to perform legal services for GEMS, to ensure that all GEMS activities, contracts and any other actions are in compliance with all applicable constitutional and statutory requirements, and will ensure such District Counsel is present at no fewer than nine scheduled meetings of the Board of Trustees during the term of his Agreement all at a cost to be borne by GEMS in an amount appropriated for that

[3] The Emergency Medical Response Agency shall provide emergency medical services in accordance with the directives and perimeters identified in Title 5, Chapter 2, Article A of the City Code and under the direction of the Medical Director.

[4] MEDICAL DIRECTOR: The licensed physician appointed by the GEMS district board, or by contract with the ambulance service provider, to perform the duties and responsibilities granted and ascribed to the medical director herein. The medical director may be an employee of the city in the absence of an ambulance service agreement, but is otherwise an employee of, or contractor with, the licensed ambulance service provider so designated by the ambulance service agreement.

purpose by the GEMS FY 2018-2019 Budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act.

D. GEMS will be solely responsible for the appointment, by the GEMS Board of Trustees, and payment of compensation as provided by separate employment agreement, of a person qualified and acceptable to the Board of Trustees ("District Finance Officer") to perform accounting and budgetary services for GEMS, including management of the accounts of GEMS in accordance with the Emergency Medical Service District Budget Act and making such reports to the GEMS Board of Trustees as needed to keep the Board of Trustees informed regarding its financial status and legal compliance, and will ensure such District Finance Officer is present at no fewer than nine scheduled meetings of the Board of Trustees during the term of this Agreement all at a cost to be borne by GEMS in an amount appropriated for that purpose by the GEMS FY 2018-2019 budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act.

E. GEMS agrees to adopt such rules, policies, and procedures as will provide for orderly, lawful, and expedient emergency medical response agency services, as provided by separate ambulance service provider agreement with a qualified ambulance service provider to the fullest extent permissible under Oklahoma law.

   i. 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.

   ii. GEMS further stipulates and agrees that the administrative services provided by City personnel under Section II.A. of this Agreement shall be performed in accordance with the provisions of Title 5, Emergency Preparedness, Chapter 2, Medical Services, Article A, Emergency Medical Services; and Article B, First Responder Service, of the City of Glenpool Code of Ordinances,, as amended by Ordinance 694, adopted by the City Council on March 2, 2015, and any such further amendments, ordinances, resolutions or policies adopted by the City or the Board of Trustees, as applicable and as may directly affect the provision of said services.

   iii. GEMS further stipulates and agrees that the Emergency Medical Response Agency provided by the City under Section II.B. of this Agreement shall be supervised in such a way as to comply with all requirements of the Oklahoma Emergency Response Systems Development Act and any other applicable laws.

F. GEMS agrees that it shall provide EMR contracted training, EMR certification fees, EMR durable and replaceable medical equipment, medical oxygen, and all supplies and equipment not otherwise provided by other parties.

G. GEMS agrees that it shall annually prepare and adopt a budget in accordance with the provisions of the Emergency Medical Service District Budget Act.

H. In consideration of the administrative, financial and emergency medical response agency services provided by City as described in Sections II.A. and II.B. of this Agreement, GEMS agrees to reimburse the City for the costs of providing such services during the term of this Agreement. Such costs shall be included in the annual budget adopted by GEMS as provided in Section III.B. of this Agreement and in accordance with the Emergency Medical Response Service Rate Summary at **Exhibit A**, incorporated herein by reference.

IV. Term of Agreement

This Agreement shall be deemed effective as of July 1, 2018, and shall continue through June 30, 2019. This Agreement will automatically be renewed each subsequent year, beginning July 1, 2019, 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 cancelation date.

VI. Successors and Assigns

This Agreement shall be binding upon the successors and assigns of the Parties 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 the 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, such 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 term of this Agreement, and all renewals as provided by Section IV of this Agreement, 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 20th day of August 2018.

City of Glenpool	Glenpool Area Emergency Medical Services District
______________________________	______________________________
Timothy Lee Fox, Mayor	Timothy Lee Fox, Chairman of the Board of Trustees
Attest:	[SEAL]
______________________________	______________________________
Susan White, City Clerk	Susan White, District Clerk

Approved:

Lowell Peterson, City Attorney

Lowell Peterson, District Counsel

	30-Apr-18	Ratio	
EMR	888	68%	
FIRE	406	31%	
Total	**1294**		1725

Based on FY2018-2019 Proposed Budget:	**EMR Calls vs Fire**	**68%**
	Total	**EMR**
Total Compensation/Benefits for EMR personnel:	$ 1,982,125	$ 1,347,845.20
Average per person (total /20)	$ 99,106.26	$ 67,392
Annual hours per person	2,912	
Avg hourly personnel costs	$ 34.03	$ 23.14
Three person crew ($34.03 x 3)	$ 102.09	$ 69.42

Fire Truck Expenses	**FY18**
Maintenance	$ 35,000
Fuel	13,000
Total Truck Expenses	$ 48,000

	EMR Calls vs Fire	**68%**
Estimated number runs FY2018-2019	1600	1088
Average cost per run for truck (constant)	$ 30.00	$ 30.00

	Total	**EMR**	
Total rate per run ($102.09 crew, $30.00 truck)	**$ 132.09**	**$ 99.00**	(rounded down)

Total Estimated EMR Reimbursement FY18 $ 107,700