

**NOTICE
GLENPOOL INDUSTRIAL AUTHORITY
SPECIAL MEETING**

A Special Session of the Glenpool Industrial Authority will be held at 6:00 p.m. immediately following the Glenpool Utility Service Authority meeting on June 17, 2019, 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, Secretary; Timothy Lee Fox, Chairman	
C) Scheduled Business	
1) Discussion and possible action to approve the agreement with the Glenpool Chamber of Commerce for Fiscal Year 2019-2020. (David Tillotson, City Manager) Staff Report - Chamber Agreement Chamber Agreement FY20.061119draft	2 - 7
2) Discussion and possible action to approve a proposal from ADT/Protection 1 in the amount of \$23,079.77 for the purchase and installation of a camera system at the Glenpool Conference Center, to be funded from account 30-6-01-6333 (Capital Purchases) in the FY 2018-2019 budget. (Lea Ann Reed, Conference Center Director) ADT staff memo ADT - Hanwha Surveillance System - Glenpool Conference Center	8 - 15
3) Discussion and possible action to approve FY19-20 Property, General Liability and Workers Compensation insurance renewals from Oklahoma Municipal Assurance Group. (John Gonsalves, Finance Director) (2) Insurance Renewal 2020	16 - 28
4) Discussion and possible action to approve and authorize the Chairman of the Board of Trustees to sign the First Amendment to Lease Agreement Between Glenpool Industrial Authority and Centurion Health Systems, Inc., d/b/a Mercy Regional of Oklahoma. (Susan White, GEMS District Administrator) Staff Memo 061719 Bldg Ls amd Amendments to Original Lease Agreement 060719	29 - 33

D) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on June 13, 2019 by 5:00 pm.

Signed: Wendy Knight

Secretary



To: Mayor and Council

From: David Tillotson, City Manager

Date: June 11, 2019

Re: Chamber Agreement

Background:

The Chamber Contract is submitted for your approval. There are no modifications from the current contract, which calls for \$32,000 to be paid annually to the Chamber, plus \$5000 for BlackGold Days. In recognition of the City's costs to improve the electric service for the Christmas event and BlackGold Days, the Chamber has sent us notification that the Board intends to waive the \$5,000 payment due under the current contract.

Staff Recommendation:

Staff recommends approval of the Agreement with the Glenpool Chamber of Commerce and the Glenpool Industrial Authority.

Attachments:

- Agreement for Economic Development Consulting Services

Glenpool Industrial Authority/City of Glenpool/ Glenpool Chamber of Commerce Agreement

This agreement ("Agreement") is entered as of July 1, 2019, without regard to the date signed by either party, by and between the City of Glenpool, Oklahoma, a municipal corporation (the "City"), the Glenpool Industrial Authority, an Oklahoma public trust of which the City of Glenpool is beneficiary, ("GIA") and the Glenpool Chamber of Commerce, a not-for-profit corporation ("Chamber").

I. GIA agrees to provide the following:

- A. GIA 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.
- B. Based on availability as determined in its discretion, GIA will provide use of meeting space for periodic use by the Chamber with reasonable notice to, and to be coordinated with, the Conference Center Director, and at no cost the Chamber. Chamber will be responsible for closing and locking the facility in the event their meeting concludes after city-hall business hours unless alternate arrangements are made with the Conference Center Director.
- C. GIA will provide the most appropriate meeting space, as determined by the Conference Center Director, for nine monthly business luncheons hosted by the Chamber, with reasonable notice to GIA, at no cost to the Chamber.
- D. GIA will also provide, at no cost to the Chamber, use of conference center space for the annual banquet hosted by the Chamber. Chamber shall be responsible for reserving said space at least six months in advance to avoid potential conflicts with other leases at the Conference Center.
- E. GIA or City will provide and pay for all electricity, natural gas and City of Glenpool or the Glenpool Utility Services Authority-owned or -managed utilities for the spaces described in subsections A., B., C. and D,
- F. City will provide Chamber Two Thousand Six Hundred Sixty-Six Dollars and Sixty-Six Cents monthly (\$2,666.66 monthly; aggregate of \$32,000 annually) as consideration for Chamber services that are of community-wide benefit to the City of Glenpool and enumerated in Section II of this Agreement.
- G. GIA will provide personnel to supplement the front desk support otherwise provided by the Chamber as required under Section II, for up to one day per week during any non-emergent 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 48 hours in advance or risk that such personnel will not be available. GIA shall not be required to provide such supplemental support for more than 12 days during any fiscal year that this Agreement is in force.

- H. GIA and City will support the economic development goals of the annual Black Gold Days event by contributing a joint total of no more than \$5,000 subject to such reasonable restrictions on its use as GIA or City deems appropriate; provided that the Chamber, or its vendors, will be responsible for the cost of making arrangements for additional trash service and portable restrooms. Costs for electrical work, park improvements requested by the Chamber for Black Gold Days and the cost of labor for City or GIA personnel provided to Chamber for the performance, without limitation, of maintenance, set-up assistance and/or security will be negotiated annually by the Chamber Director and City Manager. Neither the City nor GIA will be obligated to any monetary commitment for this event beyond the \$5,000 contributed under this subsection H.

II. Chamber agrees to provide the following:

- A. If at any time the Chamber personnel are the last to leave the premises, it will be that person's(s') responsibility to ensure that the Premises are closed and secured. Specifically, it is the responsibility of the Chamber to ensure the Conference Center is closed and secured properly at the end of any event hosted by the Chamber.
- B. Chamber will be responsible to pay: (i) annual rent to GIA for specified office, storage and conference room space in an amount not to exceed one hundred dollars (\$100) for the term of this Agreement; (ii) its own phone and Internet services, and (iii) signage pre-approved by City of Glenpool or GIA staff.
- C. 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 periodically report significant concerns of the business community to the City Manager to the extent deemed necessary and appropriate by the Chamber.
- D. Chamber shall provide front desk support for the City Hall/Conference Center during regular business days of the City of Glenpool for the hours from 8 a.m. through 5 p.m. Monday through Friday. No such services shall be required on days that are official holidays of the City of Glenpool. As provided by Section LG., Chamber shall notify the city manager, or his/her designee, at least 48 hours in advance of nonemergent 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 manager of the need for supplemental personnel.
- E. Chamber will provide an Annual Activity Report, in a format agreed to between the parties, to be submitted to the Glenpool City Manager by the 10th day of June of each fiscal year this Agreement is in effect.
- F. Chamber agrees to provide one scholarship on behalf of the City of Glenpool for a Glenpool resident to attend Leadership Glenpool. The City Manager and Chamber Director will jointly approve the scholarship recipient.
- G. Chamber will prepare a monthly report to be delivered to the City Manager outlining all properties within the City for sale and/or lease that includes the property location,

broker information, price, size and other pertinent information. City, GIA and the Chamber will jointly agree on the data to be included in the report and the format of the report.

III. Term, Renewal and Termination

- A. The term of this Agreement shall be one year, to be measured on a City of Glenpool fiscal year (July 1, 2019 – June 30, 2020) basis (“Term”), with any payments to the Chamber provided as consideration for services to GIA or the City of Glenpool, but not issued as of the effective date of this Agreement, being payable retroactively to July 1, 2019.
- B. Although GIA, the City and the Chamber, by appropriate action of their respective governing bodies, may opt to extend this Agreement or negotiate a new agreement upon expiration of the term set forth in subsection III.A., GIA, the City and the Chamber understand and acknowledge that that neither the City of Glenpool, the GIA nor the Chamber intend this Agreement as a representation, nor should it be read to represent, that either party has any obligation either to extend or replace this Agreement. Under no circumstance will this Agreement automatically renew
- C. Either party may terminate this Agreement by providing written 60 days’ notice to the other party, provided that either party may immediately terminate this Agreement upon the breach of a material term by the other.

IV. Entire Agreement

It is understood that this Agreement 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 other than by written agreement of both parties.

IN WITNESS WHEREOF, the parties have hereto set their hands this 17th day of 2019.

THE CITY OF GLENPOOL, OKLAHOMA,
A Municipal Corporation

By: _____
Timothy Lee Fox, Mayor

THE GLENPOOL INDUSTRIAL AUTHORITY,
An Oklahoma Trust Authority

By: _____
Timothy Lee Fox, Chairman

Attest:

Wendy Knight, City/Authority Secretary

Approved as to form:

Lowell Peterson, City/Authority Attorney

THE GLENPOOL CHAMBER OF COMMERCE

By: _____
Dwight Bock, Chamber President

By: _____
Sydney Bland, Chamber Director



To: HONORABLE CHAIRMAN AND BOARD OF TRUSTEES, Glenpool Industrial Authority
From: Lea Ann Reed, Conference Center Director
Date: June 17, 2019
Subject: Commercial Security Proposal, ADT/Protection 1

Background:

Hosting large events and multiple events can be very hard to manage for any event staff. Modern day digital surveillance cameras provide the proper technology needed to monitor and record events. These cameras can play a significant role in helping staff monitor the crowds and preventing potentially dangerous activities at events where large crowds, and often alcohol, are present. Our staff and security officers alone can only do so much, but with the proper camera system, it's possible to keep an entire facility under safe watch.

Prominently placed security cameras help to deter theft of guest belongings and conference center materials. The remote video technology will allow us to view live video from any of our on-site cameras from the convenience of our mobile devices no matter where we are.

The attached Commercial Security Proposal from ADT/Protection 1 provides the scope of work and equipment list. This project will be taken from line item 30-6-01-6333 (Capital Purchases) in the FY 2018-2019 budget.

Staff Recommendation:

Staff recommends that the Authority Trustees approve the attached proposal from ADT/Protection 1 in the amount of \$23,079.77 for the purchase and installation of a camera system.

Attachments:

- ADT/Protection 1 Proposal

▼ A BETTER CHOICE FOR YOU

Commercial Security Proposal

Proposal prepared for:

Glenpool Conference Center

Presented by:

David Williamson

918-902-7835 | 6/12/2019

Sales Agreement ID: 890567372



Expanded capabilities. Endless possibilities.

What helps make us an industry leader is plain and simple—we strive to deliver an outstanding customer experience at all points of interaction.

COVERAGE ACROSS NORTH AMERICA

We have a national footprint with over 200 locations, 17,000+ employees and over 7 million customers. We own 12 UL Certified monitoring and customer support centers across North America, six of which are redundant.



PRODUCT AND SERVICE OFFERINGS

 Access control	 Integrated solutions
 Analytics and reporting	 Intrusion alarms
 Cybersecurity	 Managed services
 eSuite account management	 Monitoring
 Environmental monitoring for temperature and water	 Network deployment and management
 Fire monitoring and inspection services	 Video solutions
 Hosted and managed services	 VOIP communications systems
 Installation, inspections and maintenance plans	

INTEGRATED SYSTEM DESIGN AND IMPLEMENTATION OFFERINGS

- Managed broadband and MPLS
- Design-build engineering
- Wireless network security
- Digital voice deployment (VOIP)
- Tier 2 and Tier 3 support 24/7
- Network security
- Program and project management
- Data storage systems
- Security consulting and design
- Cloud backup and disaster recovery
- Security network design, implementation and management
- Structured cabling



Wednesday, June 12, 2019

Glenpool Conference Center

12205 South Yukon Ave., PO Box 70,
GLENPOOL, OK 74033

Thank you for allowing us the opportunity to provide you with a proposal for your security system. I am pleased to propose a cost effective solution for your organization that will allow you to help mitigate your risks and reduce losses.

At ADT/Protection 1 we pride ourselves in providing our commercial customers with attentive service, proven security solutions, and the highest level of professional installation and monitoring.

I look forward to discussing this proposal with you. Should you have any questions, please do not hesitate to contact me.

Sincerely,

David Williamson

918-902-7835 / DWilliamson@adt.com

Equipment and Investment Statement for: Hanwha Surveillance System

Site Information: Glenpool Conference Center, 12205 South Yukon Ave., PO Box 70, GLENPOOL, OK 74033

Scope of Work:

Based upon the information gathered during our meeting and survey of the facilities, we propose the following scope of work:

Glenpool Conference Center Surveillance System:

Qty 1: #PNM-9020V (Muti Sensor Panoramic IP Camera 180)

Qty 3: #PNM-7000VD (Network Vandal Outdoor)

Qty 6: #SLA-2M3600D (1/2.8" 2MP CMOS with a 3.6mm fixed focal lens, FoV: H: 94.8°, V: 49.3°, for the PNM-7000VD)

Qty 2: #SBP-300HM6 (MEDIUM CAP ADAPTER (ALUMINUM))

Qty 2: #SBP-300CM (Accessory Pendant Mount Ivory)

Qty 4: #QND-7010R (4MP Indoor Dome, IR, 2.8mm Lens)

Qty 1: #SBP-201HM (PANORAMIC MULTI-SENSOR CAP ADAPTER)

Qty 1: #SBP-300WM1 (Wall Mount Accessory, (SCP-3430H/2430H, SCP-3370TH/3370H, SCP-2370TH/2370H, SCP-3250H)

Qty 4: #QND-7020R (4MP Indoor Dome, IR, 3.6mm Lens)

Qty 4: #QNO-7010R (Wisenet Q network outdoor vandal bullet camera, 4MP @20fps, 2.8mm fixed focal lens (110°), triple co)

Qty 1: #SMT-3233 (32" 1920 X 1080 Video Monitor)

Qty 1: #XRN-2010A-12TB (4K NVR, 12TB RAW, that supports: up to 32 channels, H.265/H.264/MJPEG, ARB (Automatic Recovery Backup)

Qty 1: #SWT-P-242-360 (24 Port Unmanaged Switch)

Qty 2,850FT: #WG-50921006 (23/4PR CAT6 CMR/FT4 1M RL BLU)

Additional wiring and/or wall mounts for cameras may be necessary. 'Lift' rental charge of \$600 for install, moves, and realignment of higher cameras included in proposal. Additional labor included for move of 2 rear outside cameras and South Front Entrance camera as well as camera angle realignment of North and South front outside cameras.

Equipment List:

Quantity	Description
1	Muti Sensor Panoramic IP Camera 180
3	Network Vandal Outdoor
6	1/2.8" 2MP CMOS with a 3.6mm fixed focal lens, FoV: H: 94.8°, V: 49.3°, for the PNM-7000VD
2	MEDIUM CAP ADAPTER (ALUMINUM)
2	Accessory Pendant Mount Ivory
4	4MP Indoor Dome, IR, 2.8mm Lens
1	PANORAMIC MULTI-SENSOR CAP ADAPTER
1	Wall Mount Accessory, (SCP-3430H/2430H, SCP-3370TH/3370H, SCP-2370TH/2370H, SCP-3250H)
4	4MP Indoor Dome, IR, 3.6mm Lens
4	Wisenet Q network outdoor vandal bullet camera, 4MP @20fps, 2.8mm fixed focal lens (110°), triple co
1	32" 1920 X 1080 Video Monitor
1	4K NVR, 12TB RAW, that supports: up to 32 channels, H.265/H.264/MJPEG, ARB (Automatic Recovery Backu
1	24 Port Unmanaged Switch
2850	23/4PR CAT6 CMR/FT4 1M RL BLU

Recurring Services:

Description	Amount
Extended Service Plan	\$135.31

Sub Total Monthly Charge:	\$135.31
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Summary of Charges for: Hanwha Surveillance System	
Installation Price	\$23,079.77
Total Installation Price*	\$23,079.77
Total Monthly Recurring Services Charges*	\$135.31
*Plus applicable tax	

Investment Summary (Non-Leased)

Total Non-Leased Proposal Option	
Installation Price	\$23,079.77
Total Installation Price*	\$23,079.77
Total Monthly Recurring Services Charges*	\$135.31
*Plus applicable tax	

ADT is redefining commercial security

ADT professionals have the experience and technology to design physical and cybersecurity protection that takes the shape of your business footprint.

With a simple security audit, we can determine if there are gaps in your current protection and help you manage those risks with a system designed to accommodate your specific needs.

CUSTOMER PLEDGE

Our employees and their motivation set us apart. We relentlessly focus on the customer experience—delivering what the customer wants, when they want it—keeping our promises and compensating our employees on customer satisfaction. Because our employees know they make a difference every day, you receive their best.

And while we deliver innovation to make life better, we never lose sight of the fact that we are in the life safety business. We take our commitments seriously. The combination of advanced technology, high quality service and the passion of our employees make us a better choice for you.



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MS 15019511.

07/18



To: HONORABLE MAYOR, MEMBERS OF THE CITY COUNCIL
From: John Gonsalves, Finance Director/Treasurer
Date: June 17, 2019
Subject: Renewal of Workers Comp, Property and Liability Insurance for FY 2019-20

Background:

The City's current policies for Workers Comp, Property and Liability insurance expires at midnight on June 30, 2018. Oklahoma Municipal Assurance Group (OMAG) is asking renewal for the following:

Plan	FY20 Renewal	FY19 Premium	% Change	Comments
Municipal Property Protection	\$100,448	\$97,300	3%	Standard rate increase
Municipal Liability Protection	\$68,215	\$92,350	-36%	Reduction due to removing old auto and equipment, reduction in claims, and rate change
Worker's Compensation	\$247,732	\$231,042	6%	Salary increase and standard rate increase

Most property and liability claims incur a \$1,000 deductible. Auto and most equipment claims incur a \$500 deductible.

Staff Recommendation:

Staff recommends renewal of all OMAG insurance policies for FY 2019-2020

Attachments:

Insurance Renewal Invoices

1. Property
2. Liability
3. Worker's Comp

12205 S. Yukon, Glenpool, OK 74033 • OFFICE: 918-209-4628 FAX: 918-209-4626
Mayor: Timothy Fox • Vice-Mayor: Momodou Ceesay • Councilors: Joyce Calvert, Brandon Kearns and Jacqueline Lund
City Manager: David Tillotson • Asst City Manager: Susan White • City Clerk: Wendy Knight
www.glenpoolonline.com



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405.657.1400 • 800.234.9461 • FAX 405.657.1401

Municipal Property Protection Plan

05/15/2019

**MS. WENDY KNIGHT
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033**

**Re: CITY OF GLENPOOL
PRO 1400444 03**

Your OMAG Municipal Property Protection Plan (MPPP) renewal has been processed. Enclosed is your invoice and additional information.

Your total premium for this MPPP renewal is \$100,448. You may pay your premium in one lump sum, or in semi-annual or quarterly installments. The initial payment is due by the first day of the agreement period stated on the MPPP invoice. If you choose to make a 50% or a 25% initial payment, we will send you notices on a semi-annual or quarterly basis, respectively.

Several factors are used to determine your premium. The total insured value of your properties, ISO Fire Protection Class and deductible selected are reviewed annually and allow OMAG to provide a premium that reflects the advantage of your pool membership. The OMAG MPPP is over 400 members strong.

Since 2001, OMAG's property coverages have been specifically tailored to fit the needs of our members. The MPPP provides 100% replacement cost, a variety of deductibles from which to choose, as well as extra business expense and equipment breakdown coverages. Our members have the option to cover buildings and contents, including electronic data processing equipment and fine arts, such as paintings, statuary, bronzes, or other items of historic value or artistic merit. Please refer to your MPPP document for definitions regarding these coverage options. We believe the advantages offered by the MPPP make its property coverages the most effective and affordable coverages available for Oklahoma municipalities.

OMAG is created, owned and governed by the cities and towns we serve and it is our pleasure to serve you. We appreciate your support and participation in OMAG's MPPP. Any questions regarding this letter or your renewal should be directed to me or to Dorie Spitler, Member Services Director, at 800-234-9461 or 405-657-1400.

Sincerely,

A handwritten signature in black ink that reads "Randy Stone".

Randy Stone, Underwriting Director



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405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 05/15/2019

DIRECT BILL INVOICE

Mail To
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Insured: CITY OF GLENPOOL

Policy Reference Nbr: PRO 1400444 03
Effective: 07/01/2019 Expiration: 07/01/2020
PROPERTY

Agent: OMAG
Telephone: 405-657-1400 0 0000000

INST	DATE	TRANSACTION		AMOUNT
01	05/15/2019	RENEWAL	\$	25,112.00

	AMOUNT DUE	\$	25,112.00
	PAYMENT DUE BY	07/01/2019	
POLICY BALANCE	\$	100,448.00	

Thank you for your business. If you have questions about your account, please call 1-800-234-9461 or 405-657-1400.

Detach along the perforation below - Keep this part for your records.

RETURN THIS PORTION WITH YOUR REMITTANCE

Policy Number PRO 1400444 03
Insured Name CITY OF GLENPOOL

Amount Due \$ 25,112.00
Payment Due By 07/01/2019

PLEASE REMIT PAYMENT TO:

OMAG
3650 South Boulevard
Edmond, OK 73013-5581

DIRECT BILL INVOICE (N1) (00/00)



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405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 05/15/2019

DIRECT BILL INVOICE

Mail To
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Insured: CITY OF GLENPOOL

Policy Reference Nbr: PRO 1400444 03
Effective: 07/01/2019 Expiration: 07/01/2020
PROPERTY

Agent: OMAG
Telephone: 405-657-1400 0 0000000

INST	DATE	TRANSACTION	AMOUNT
01	05/15/2019	RENEWAL	\$ 25,112.00

	AMOUNT DUE	\$	25,112.00
	PAYMENT DUE BY	07/01/2019	
POLICY BALANCE	\$	100,448.00	

Thank you for your business. If you have questions about your account, please call 1-800-234-9461 or 405-657-1400.

Detach along the perforation below - Keep this part for your records.

RETURN THIS PORTION WITH YOUR REMITTANCE

Policy Number PRO 1400444 03
Insured Name CITY OF GLENPOOL

Amount Due \$ 25,112.00
Payment Due By 07/01/2019

PLEASE REMIT PAYMENT TO:

OMAG
3650 South Boulevard
Edmond, OK 73013-5581

DIRECT BILL INVOICE (N1) (00/00)

IMPORTANT NOTICE
MUNICIPAL PROPERTY PROTECTION PLAN

Effective November 1, 2018, the following changes have been applied to your property renewal:

1. Your Municipal Property Protection plan provides replacement value for your covered properties. To keep your municipal buildings and other structures adequately valued for replacement, we apply an inflation guard each year to allow for increases in construction costs. Below is the percentage increase for the 2018 – 2019 plan year.
 - **All structures excluding those rated as Pump Stations**
3% increase
 - **All structures rated as Pump Stations**
2.5%
 - **Building Personal Property (Contents)**
1%

If you have any questions regarding this change, please contact Chris Webb or Randy Stone at 405-657-1400.



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Municipal Liability Protection Plan

05/14/2019

MS. WENDY KNIGHT
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Re: CITY OF GLENPOOL
GLA 1400473 03

Your OMAG Municipal Liability Protection Plan (MLPP) renewal has been processed. Enclosed is your invoice and additional information.

Your total premium for this MLPP renewal is \$68,215. You may pay your premium in one lump sum, or in semi-annual or quarterly installments. The initial payment is due by the effective date of the MLPP. If you choose to make a 50% or a 25% initial payment, we will send you notices on a semi-annual or quarterly basis, respectively.

The principal factors used to determine your premium are your current expenditures reported to the Oklahoma State Auditor's office and your autos and equipment that have been added or deleted. If you no longer have a Police Department exposure, you may recognize a reduction in premium. Please contact us if you have questions about how your premium was calculated.

Since 1980, OMAG's liability coverage has been tailored to the Oklahoma Tort Claims Act as well as federal civil rights laws and is designed to match your unique exposures. We believe the advantages offered by the MLPP make its liability and auto coverages the most effective and affordable coverages available for Oklahoma municipalities. The OMAG MLPP is nearly 500 members strong.

OMAG is created, owned and governed by the cities and towns we serve and it is our pleasure to serve you. We appreciate your support and participation in OMAG's MLPP. Questions regarding this letter or your renewal should be directed to me or to Dorie Spitler, Member Services Director, at 800-234-9461 or 405-657-1400.

Sincerely,

Randy Stone, Underwriting Director

change ratings on general liability

CLP 145



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405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 05/14/2019

DIRECT BILL INVOICE

Mail To
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Insured: CITY OF GLENPOOL

Policy Reference Nbr: GLA 1400473 03
Effective: 07/01/2019 Expiration: 07/01/2020
GENERAL LIABILITY AND AUTO

Agent: OMAG
Telephone: 405-657-1400 0 0000000

INST	DATE	TRANSACTION		AMOUNT
01	05/14/2019	RENEWAL	\$	17,053.75

	AMOUNT DUE	\$	17,053.75
	PAYMENT DUE BY	07/01/2019	
POLICY BALANCE	\$	68,215.00	

Thank you for your business. If you have questions about your account, please call 1-800-234-9461 or 405-657-1400.

Detach along the perforation below - Keep this part for your records.

RETURN THIS PORTION WITH YOUR REMITTANCE

Policy Number GLA 1400473 03
Insured Name CITY OF GLENPOOL

Amount Due \$ 17,053.75
Payment Due By 07/01/2019

PLEASE REMIT PAYMENT TO:

OMAG
3650 South Boulevard
Edmond, OK 73013-5581

DIRECT BILL INVOICE (N1) (00/00)



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405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 05/14/2019

DIRECT BILL INVOICE

Mail To
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Insured: CITY OF GLENPOOL

Policy Reference Nbr: GLA 1400473 03
Effective: 07/01/2019 Expiration: 07/01/2020
GENERAL LIABILITY AND AUTO

Agent: OMAG
Telephone: 405-657-1400 0 0000000

INST	DATE	TRANSACTION		AMOUNT
01	05/14/2019	RENEWAL	\$	17,053.75

	AMOUNT DUE	\$	17,053.75
	PAYMENT DUE BY	07/01/2019	
POLICY BALANCE	\$	68,215.00	

Thank you for your business. If you have questions about your account, please call 1-800-234-9461 or 405-657-1400.

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RETURN THIS PORTION WITH YOUR REMITTANCE

Policy Number GLA 1400473 03
Insured Name CITY OF GLENPOOL

Amount Due \$ 17,053.75
Payment Due By 07/01/2019

PLEASE REMIT PAYMENT TO:

OMAG
3650 South Boulevard
Edmond, OK 73013-5581

DIRECT BILL INVOICE (N1) (00/00)



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May 29, 2019

MS. DEBORAH PENGELLY
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Re: 2019-2020 Workers' Compensation Plan Renewal

Enclosed please find your 2019-2020 Workers' Compensation Plan renewal and accompanying forms for your submittal.

Please review the Invoice for the 2019-2020 renewal noting the amount due.

The Workers' Compensation Plan Renewal is a two-step process:

- Step 1)** ***The "Renewal Participation Agreement" must be completed, signed and returned to OMAG by June 15, 2019; and***
- Step 2)** ***Premium Payment may be sent with the Agreement or follow later to comply with budget requirements if necessary; however, premium is due no later than July 1st.***

Your claims are processed by Consolidated Benefits Resources (CBR), an experienced claims administrator who processes the workers' compensation claims on behalf of OMAG participants. If you have questions, you may reach the CBR staff at (800)234-9461. Please refer to the cover memo on the claims packet for further information.

Should you have any questions, please call us at (800)234-9461.

Sincerely,

A handwritten signature in black ink that reads "Randy Stone".

Randy Stone
Director of Underwriting

Enclosures: 1. Renewal Agreement
 2. Invoice
 3. Payroll Worksheet



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

STANDARD PLAN

2019-2020 Renewal Participation Agreement for CITY OF GLENPOOL

The premium for participation in the **OMAG Workers' Compensation Plan** for the period July 1, 2019 through July 1, 2020 as stated on the Invoice is accepted as an amendment to our original agreement with OMAG for continued participation in the Workers' Compensation Plan.

A. **INTEREST CREDIT**----- \$

(If any, has been applied to the Escrow Amount below.)

B. **ESCROW** ----- \$ **0.00**

(Select and initial the appropriate box below and fill in the dollar amount to be applied to premium, if one appears.)

☐ 1. We will use \$_____ of our **Escrow Credit** to reduce our 2019-2020 premium for renewal of participation **(NOTE: COPY OF MINUTES REQUIRED)**, OR

☐ 2. We will not use any of our **Escrow Credit** to reduce our 2019-2020 premium for renewal of participation.

Premium shall be due and payable on or before the first day of the agreement period or within thirty (30) days of the date of invoice, whichever is later. OMAG offers three payment plans: annual, semi-annual and quarterly. Payment is due and payable on or before the installment date or within (30) days of the date of the installment invoice, whichever is later. However, interest shall be paid at the rate of ten percent (10%) on the amount of the unpaid balance after the final payment due date.

Failure to pay or for OMAG to receive the premium due on the above stated dates shall result in cancellation and non-coverage for you for the period in which the premium was due, or any extension thereof as a result of your decision to make the installment payments.

Date _____

Signature of Authorized Representative _____

Printed Name and Title _____

NOTE : THIS AGREEMENT MUST BE SIGNED AND RETURNED TO OMAG BY JUNE 15, TO RENEW JULY 1ST.

(Mail this Agreement, with or without the payment, to OMAG by June 15 at address shown below.)
If payment is mailed after June 15, it must be received at OMAG by July 1st.



STANDARD PLAN INVOICE

Mail Payment to:

OMAG
3650 S. Boulevard
Edmond, Ok 73013-5581

TO: MS. DEBORAH PENGELLY
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

May 29, 2019

Premium for the Participation in the OMAG Workers'
Compensation STANDARD PLAN Plan for the period of
July 1, 2019 to July 1, 2020

\$247,732.00

AMOUNT DUE

\$247,732.00

This Payment is due by July 1, 2019

Mail payment to address shown above.

NOTE: Unless a due date is stated above, this invoice is due and payable on or before the first day of the agreement period.

OMAG is an Interlocal Cooperation Act Agency of Cities and Towns Providing:
Municipal Liability Protection Plan - Municipal Property Plan - Workers' Compensation Plan



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Workers' Compensation Standard Plan

MEMBER: CITY OF GLENPOOL

Policy Number: QWC 1400124 03

Policy Period: 07/01/2019 To 07/01/2020

ADDRESS: CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Class Code	DESCRIPTION	Payroll	Employee No	Volunteer No	RATE	Premium
5611	Street or Road	218,975	7	0	11.900	26,058
7520	Waterworks Oper	279,596	8	0	6.680	18,677
7710	Firefighters &	1,646,172	23	0	6.800	111,940
7711A	Firefighters, C	5,082	0	13	6.800	346
7720	Police Officers	1,688,554	34	0	6.160	104,015
8601	City Engineer	88,542	1	0	0.600	531
8810	Clerical Office	718,001	20	0	0.310	2,226
8820	Attorney - All	111,185	1	0	0.440	489
8831	Animal Control	48,213	3	0	2.000	964
9015	Building Operat	76,639	2	0	5.030	3,855
9410	Municipal or To	140,055	4	0	3.220	4,510
Sum		5,021,014	103.0	13.0		

STANDARD PREMIUM: 273,611

EXPERIENCE MODIFICATION APPLIED: 0.8164 -50,228

05/29/2019

Standard Plan Worksheet



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Workers' Compensation Standard Plan

MEMBER: CITY OF GLENPOOL

Policy Number: QWC 1400124 03

Policy Period: 07/01/2019 To 07/01/2020

ADDRESS: CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

STANDARD PLAN SUB-TOTAL:		223,383
OMAG ADMIN FEE:	10.9%	24,349
TOTAL PREMIUM:		247,732



STAFF REPORT

To: Honorable Chairman and Trustees

From: Susan White, Asst. City Manager

Date: June 17, 2019

Re: Centurion Health Systems Lease Agreement Amendment

Background:

The Glenpool Industrial Authority entered into a lease agreement with Centurion Health Systems, d.b.a. Mercy Regional of Oklahoma on June 6, 2016 for the property located at 14522 S. Broadway, Glenpool, OK. The agreement includes a provision in Article 4.1(e) which requires Mercy to pay for the first \$1,500 of all non-routine maintenance and repairs. Over the years this provision has proved problematic. An unintended result is that GIA relinquishes control over non-routine maintenance problems by making Mercy responsible for decisions on what, when and by whom the repairs should be made. By provision, Mercy is responsible for the first \$1,500 in cost and GIA picks up the balance of the cost. Frankly the implementation of the intended process is very confusing for staff to manage, creates additional work, and provides insignificant savings. Staff recommends removing the requirement entirely. Staff's position is it is important to maintain control over all maintenance issues and not relinquish decisions about the property to the tenant.

Staff Recommendation:

Staff recommends approval of the First Amendment to Lease Agreement to eliminate Art. 4.1(e) which requires Lessee to be responsible for first \$1,500 of all non-routine maintenance.

Attachments:

First Amendment to Lease Agreement between Glenpool Industrial Authority and Centurion Health Systems

FIRST AMENDMENT TO LEASE AGREEMENT BETWEEN CITY OF GLENPOOL AND CENTURION HEALTH SYSTEMS, INC., D/B/A MERCY REGIONAL OF OKLAHOMA,

EXECUTED BY THE CITY OF GLENPOOL AND MERCY REGIONAL OF OKLAHOMA ON JUNE 6, 2016, WITH AN EFFECTIVE DATE OF JUNE 1, 2016, AND ASSIGNED TO THE GLENPOOL INDUSTRIAL AUTHORITY AS OF JULY 1, 2017.

PROPERTY: EMERGENCY MEDICAL SERVICE AMBULANCE FACILITY AT 14522 S. BROADWAY, GLENPOOL, OK 74033

RECITALS

WHEREAS, Effective June 1, 2016, the CITY OF GLENPOOL, OKLAHOMA ("**City**") and CENTURION HEALTH SYSTEMS, INC., d/b/a MERCY REGIONAL OF OKLAHOMA ("**Mercy**" or "**Lessee**"), together the "**Parties**," and for the benefit of the Glenpool Area Emergency Medical Service District ("**GEMS**"), entered into a certain Lease Agreement ("**Lease Agreement**") for a commercial site and building for use as an Emergency Medical Service Ambulance Facility, located at 14522 S. Broadway, Glenpool, OK 74033 (the "**Premises**"); and

WHEREAS, In keeping with City policy to maintain property that is held for non-municipal/proprietary functions in the name of the Glenpool Industrial Authority, a public trust authority under and pursuant to 60 O.S. §§ 176 – 180.3, of which the City is beneficiary (the "**GIA**"), the City deeded the Premises to the GIA by quit claim deed dated March 6, 2017; and

WHEREAS, The City thereupon assigned the Lease Agreement to the GIA by assignment made as of the first day of July 2017, thereby assigning all of the City's title and beneficial interest in the Lease Agreement to the GIA, and the GIA thereby became the Lessor in the place of the City; and

WHEREAS, the parties now desire to make this First Amendment to the Lease Agreement, such amendment to be in effect for so long as the Lease Agreement remains in effect.

NOW THEREFORE, for and in consideration of such recitals and the terms, covenants and conditions set forth herein, the Parties agree as follows:

Section 1. The following section of the Lease Agreement is hereby amended to read as follows:

ARTICLE 4

MAINTENANCE AND REPAIR OF PREMISES

4.1 Maintenance and Repair of the Premises.

MERCY agrees, throughout the Term of this Agreement, at MERCY's sole cost, risk and expense:

- (a) To take appropriate and reasonable care of the Premises, including, but not limited to
 - (i) Custodial care and replacement of stock or other depleted non- durable items, as generally understood in commercial lease terms;

- (ii) Sightly and sanitary upkeep of the building, furniture and fixtures; and
 - (iii) Repair or replacement of appliances, machinery, equipment and personal property, whether belonging to MERCY or the CITY;
- (b) Except as otherwise set forth in Sections 4.1(e) and 4.3, MERCY shall undertake the repair and maintenance of the Premises, including but not limited to
- (i) Landscaping;
 - (ii) The building frontage and exterior and interior portions of all doors and windows;
 - (iii) All plumbing and sewage facilities serving the premises (including assuring the free flow of the sanitary sewer line from the building on the premises to the main line serving the premises, which main line is solely the responsibility of the city);
 - (iv) Interior walls, floors and ceilings; and
 - (v) All wiring, heating, ventilation and air conditioning systems, electrical systems, sprinkler systems, interior building appliances and similar personal property, as needed to keep the premises in reasonable and appropriate operating order and condition;
- (c) Lessee shall be solely responsible at its cost for all maintenance and repair of any signage on the Premises related to the operation of its business thereon (and shall ensure that all signage complies with the City of Glenpool Zoning Code, Sign Code);
- (d) MERCY shall keep all sidewalk, parking, driveway and common areas in a clean and orderly condition and at all times, free from accumulation of dirt and rubbish. MERCY shall also keep the Premises in a clean, sanitary, and safe condition in accordance with the mandatory directives, rules and regulations of any health officer, fire marshal, building inspector or other governmental official;
- (e) CITY makes no representation as to the operational capacity of, and assumes no liability for, any claim resulting from deficiency in such operating capacity or for the maintenance of, the on-site electrical generator.

4.2 CITY Upkeep. CITY shall, at CITY's expense and upon such schedule as CITY determines in its sole discretion:

- (a) Repaint, refurnish and remodel the Premises from time to time to assure that the Premises are kept in a tenantable and attractive condition consistent with the quality and condition of the buildings in the vicinity of the Premises, as well as the quality and condition reasonably expected of the building for its intended use;
- (b) Be responsible for repair and maintenance costs resulting from a repair or maintenance that is determined by CITY to be a design or construction defect unless such repair or maintenance is necessitated by actions or inactions of MERCY;

- (c) Be responsible for non-routine maintenance and repair of the Premises, to include ensuring the intended operation and function of all appliances, equipment, fixtures and capital improvements owned or installed by CITY.

4.3 Limitation of Liability of MERCY. MERCY shall not be responsible for:

- (a) Expenses that are subject to reimbursement by insurance carriers or other third parties;
- (b) Costs incurred as a result of any improvements to the Premises which shall become permanently affixed to the Premises and shall therefore inure to the benefit of CITY;
- (c) Costs incurred as a result of CITY's order or authorization of expenses with respect to CITY's interest and estate in the Premises, the object of which expenses results in no benefit to MERCY;
- (d) Violation by CITY of any laws, regulations or ordinances or breach of any agreements; and

Section 2. Except as otherwise amended by this First Amendment, the Lease Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties, by the undersigned duly authorized representatives, hereto affix their signatures and seals as of the dates indicated, the last such date being the Effective Date of this First Amendment.

**GLENPOOL INDUSTRIAL AUTHORITY
LESSOR**

DATE

Timothy Lee Fox, Chair

ATTEST:

Wendy Knight, City Clerk

APPROVED AS TO FORM:

Lowell Peterson, City Attorney

CENTURION HEALTH SYSTEMS, INC.
d/b/a/ MERCY REGIONAL OF OKLAHOMA
LESSEE

DATE

Printed Name: _____

Title: _____

VERIFICATION

STATE OF OKLAHOMA)
) ss.
COUNTY OF TULSA)

Before me this ____ day of _____ 2019, appeared _____, whom I know personally to be, or proved her/himself to my satisfaction to be, the same person who signed the foregoing First Amendment to Lease Agreement Between City of Glenpool and Centurion Health Systems, Inc., d/b/a Mercy Regional Of Oklahoma, and did so in his capacity as

the duly and authorized _____ of Mercy Regional and did so of his own free will for the purposes stated therein.

My commission expires:

Notary Public
