NOTICE REGARDING PUBLIC COMMENTS

During the pendency of the Declared Emergency, members of the public who wish to speak to the City Commission on an agenda or non-agenda item as referenced above, must register with the City Clerk's office at least one (1) hour prior to the meeting by calling 405-878-1604 or sending an email to CityClerk@shawneeok.org with their name, address, telephone number, and indicate the topic or agenda item upon which they wish to speak. (At this time, to participate in the meeting, individuals will need access to Zoom [https://zoom.us/]). A link to the meeting will be provided via email to the participant prior to the meeting and the person must be signed into the meeting at the time of Citizens Participation or the Public Hearing item they wish to speak on is called by the Mayor.

For anyone that wishes to view the meeting, it will be broadcasted live on Vyve Channel 3 or via the City of Shawnee's website at http://www.shawneeok.org/services/video_multimedia/city_connect_live.php.
Members of the City Commission participation:

Mayor Richard Finley	via videoconference
Vice Mayor James Harrod	via videoconference
Commissioner Ed Bolt	via videoconference
Commissioner Ron Gillham	via videoconference
Commissioner Darren Rutherford	via videoconference
Commissioner Mark Sehorn	via videoconference
Commissioner Ben Salter	via videoconference

AMENDED AGENDA
BOARD OF CITY COMMISSIONERS
April 20, 2020 AT 6:00 P.M.
VIA VIDEOCONFERENCE
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

1. Citizens Participation

(A three minute limit per person)
(A twelve minute limit per topic)

2. Consider approval of Consent Agenda:

a. Minutes from the April 6, 2020 regular meeting.

b. Acknowledge the following reports:
   - License Payment Report for March 2020
   - Project Payment Report for March 2020

c. Approval of the request for renewal of an intergovernmental agreement with the City of Oklahoma City for Regional Household Hazardous Waste Collection and Management Service.

d. Approve renewal of the following agreements for Fiscal Year 2020-2021:

   1. Agreement with Shawnee Twin Lakes Trap Club for use of city property known as Shawnee Twin Lakes Trap Range.

   2. Agreement with Project H.E.A.R.T., Inc. to provide meals to elderly persons.

e. Confirm and approve the City Manager's hiring of Seth Barkhimer, P.E. as the Director of Engineering.

3. Consideration of a budget amendment for Hotel Motel Fund 106 – Updating Department of Tourism budget to reflect changes because of COVID-19 and contract with Pottawatomie County Historical Society.

4. Consider Bids/Requests for Proposals (RFP):

   a. Solid Waste Collection, Recycling, and Disposal Services (Award)

5. Acknowledge monthly Sales Tax and Budget Report.

6. New Business

   (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)

7. Commissioners Comments

8. Adjournment

Respectfully submitted

Lisa Lasyone, CMC, City Clerk

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting and necessary accommodations will be made. (ADA 28 CFR/36)

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Regular Board of Commissioners **2. a.**

Meeting Date: 04/20/2020

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the April 6, 2020 regular meeting.

Attachments

Minutes

BOARD OF CITY COMMISSIONERS PROCEEDINGS
APRIL 6, 2020 AT 6:00 P.M.

NOTICE REGARDING PUBLIC COMMENTS

During the pendency of the Declared Emergency, members of the public who wish to speak to the City Commission on an agenda or non-agenda item as referenced above, must register with the City Clerk's office at least 15 minutes prior to the meeting by calling 405-878-1604 or sending an email to CityClerk@shawneeok.org with their name, address, telephone number, and indicate the topic or agenda item upon which they wish to speak. (At this time, to participate in the meeting, individuals will need access to Zoom [https://zoom.us/]). A link to the meeting will be provided via email to the participant prior to the meeting and the person must be signed into the meeting at the time of Citizens Participation or the Public Hearing item they wish to speak on is called by the Mayor.

For anyone that wishes to view the meeting, it will be broadcasted live on Vyve Channel 3 or via the City of Shawnee's website at http://www.shawneeok.org/services/video_multimedia/city_connect_live.php.

Members of the City Commission participation:

Mayor Richard Finley	Via Videoconference
Commissioner Ed Bolt, Ward 1	Via Videoconference
Commissioner Ron Gillham, Ward 2	Via Videoconference
Vice Mayor James Harrod, Ward 3	Via Videoconference
Commissioner Darren Rutherford, Ward 4	Via Videoconference
Commissioner Mark Sehorn, Ward 5	Via Videoconference
Commissioner Ben Salter, Ward 6	Via Videoconference

The Board of City Commissioners of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session via videoconference, Monday, April 6, 2020 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 11:37 a.m. on April 3, 2020. Mayor Finley presided and called the meeting to order. Upon roll call, the following members were in attendance via videoconference.

Richard Finley
Mayor

Ed Bolt Commissioner Ward 1	Ron Gillham Commissioner Ward 2
James Harrod Commissioner Ward 3-Vice Mayor	Darren Rutherford Commissioner Ward 4
Mark Sehorn Commissioner Ward 5	Ben Salter Commissioner Ward 6

ABSENT: None

Mayor Finley thanked everyone for working through the COVID-19 pandemic and participating in shelter in place and requested that everyone shop Shawnee as much as possible. He advised that small business loans are available, and information can be found on the Shawnee Forward website. He also advised that information for resources regarding food banks and other services can be found on the Oklahoma 211 website at www.211oklahoma.org. He also asked that this Friday, April 10, 2020, 8:00 p.m. everyone come together and turn on their porch lights or yard lights and send a message that there is a light in the dark times.

<u>AGENDA ITEM NO. 1:</u> Citizens Participation
(A three-minute limit per person)
(A twelve-minute limit per topic)

There was no Citizens Participation.

<u>AGENDA ITEM NO. 2:</u> Consider approval of Consent Agenda:

a. Minutes from the March 16, 2020 regular meeting.

b. Lake Lease Transfer:

<u>TRANSFER:</u>
Lot 6 Belcher Tract, 15411 Nickens Road
From: Carol K. Hopkins
To: Kenneth and Reta Sparks

A motion was made by Commissioner Rutherford, seconded by Commissioner Gillham, to approve Consent Agenda Item Nos. 2 (a-b). Motion carried 7-0.

AYE: Rutherford, Gillham, Harrod, Finley, Sehorn, Salter, Bolt
NAY: None

<u>AGENDA ITEM NO. 3:</u> Acknowledgment and ratification of the Amended Proclamation and Second Amended Proclamation to declare an emergency within the City Limits and such additional territory as may be described

herein, authorizing the actions of the City Manager and Mayor pursuant to State Laws and the Municipal Code of the City of Shawnee.

City Manager Chance Allison explained there have been two amendments to the original Proclamation to declare an emergency within the City Limits of Shawnee since the last City Commission meeting on March 16, 2020. This proposed item will ratify both amendments.

A motion was made by Commissioner Bolt, seconded by Vice Mayor Harrod, to acknowledge and ratify the Amended Proclamation and Second Amended Proclamation to declare an emergency within the City Limits and such additional territory as may be described herein, authorizing the actions of the City Manager and Mayor pursuant to State Laws and the Municipal Code of the City of Shawnee. Motion carried 7-0.

AYE: Bold, Harrod, Finley, Rutherford, Sehorn, Salter, Gillham
NAY: None

AGENDA ITEM NO. 4: Consideration of a resolution renewing Ordinance Number 1396NS the "Nine-One-One Emergency Number Ordinance" for the period of April 6, 2020 to April 5, 2023.

Finance Director Ashley Neel explained this resolution is a housekeeping item that is required to be approved every few years. There is no change in fees and it only affects landlines.

Resolution No. 6609 was introduced.

A RESOLUTION RENEWING ORDINANCE NUMBER 1396NS THE "NINE-ONE-ONE EMERGENCY NUMBER ORDINANCE" FOR THE PERIOD OF APRIL 6, 2020 TO APRIL 5, 2023.

A motion was made by Commissioner Bolt, seconded by Commissioner Gillham, to approve a resolution renewing Ordinance Number 1396NS the "Nine-One-One Emergency Number Ordinance" for the period of April 6, 2020 to April 5, 2023. Motion carried 7-0.

AYE: Bolt, Gillham, Harrod, Finley, Rutherford, Sehorn, Salter
NAY: None

AGENDA ITEM NO. 5: Consideration of a budget amendment for Gifts and Contributions Fund 706-Accounting for various donations which have been made since July 1, 2019.

Finance Director Ashley Neel explained the proposed budget amendment to update the budget to reflect donations and gifts that have been received in the past four to five months.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Sehorn, to approve a budget amendment for Gifts and Contributions Fund 706-Accounting for various donations which have been made since July 1, 2019. Motion carried 7-0.

AYE: Harrod, Sehorn, Salter, Bolt, Gillham, Finley, Rutherford
NAY: None

AGENDA ITEM NO. 6: New Business (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda.)

There was no New Business.

AGENDA ITEM NO. 7: Commissioners Comments

Commissioner Bolt stated this was a unique time and he wanted to echo the Mayor's opening comments. He stated he appreciates the efforts by the community and everyone to prevent the spread of the Coronavirus. He thanked first responders, essential personnel, and businesses that have continued operating such as grocery stores, supply houses, and banks. Commissioner Bolt expressed appreciation of restaurants that have offered curbside services and the creativity in the area to keep the world running.

Commissioner Gillham said we have a lot of things we are blessed with in this country. He asked that everyone continue to protect yourself and other people.

Vice Mayor Harrod stated local business will be struggling with the loss of revenue during this time. He encouraged citizens to Shop Shawnee to help with any expected sales tax loss we will be experiencing.

Commissioner Rutherford reiterated shopping Shawnee. He noted the City of Shawnee's COVID-19 statistics are looking good given our proximity to Oklahoma City. He stated this reflects the citizens and community are doing the right thing.

Commissioner Sehorn agrees Pottawatomie County's COVID-19 numbers are reflecting that we are being proactive and keeping our numbers low.

Commissioner Salter congratulated the citizens on how they have accepted the emergency proclamations. He stated the Mayor and City Manager jumped on the program quickly to help stop the spread of COVID-19. He thinks the city is doing a wonderful job and will come out wonderful on the other side.

Mayor Finley echoed the importance of shopping Shawnee. He mentioned that the online performance in the area of census data has been fairly poor and he encouraged everyone to complete theirs.

Mayor Finley said he asked City Manager Chance Allison to pull the ordinance regarding citizens participation for his review. He stated citizens participation is for business meetings and not to be an advocate for the upcoming election. He stated it is not the goal to restrict citizens from bringing forward their statements, but that there are restrictions per the ordinance.

AGENDA ITEM NO. 8: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (6:37 p.m.)

____

RICHARD FINLEY, MAYOR

ATTEST:

____

LISA LASYONE, CMC, CITY CLERK

Regular Board of Commissioners **2. b.**

Meeting Date: 04/20/2020

Reports

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Acknowledge the following reports:

- License Payment Report for March 2020
- Project Payment Report for March 2020

Attachments

License Payment Report

Project Payment Report

				================== PAYMENT DISTRIBUTION	===================			
LICENSE	PERIOD	CODE	ISSUED TO	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
023378	1/24/20- 1/23/21	ALARM	SAVE - A - LOT	15.00CR	.00	.00	.00	15.00CR
023401	2/12/20- 2/11/21	ALARM	BOTTOMS UP	15.00CR	.00	.00	.00	15.00CR
032167	2/12/20- 2/11/21	ALARM	YELL, RHONDA G	15.00CR	.00	.00	.00	15.00CR
033413	2/22/20- 2/21/21	ALARM	DOLLAR TREE	15.00CR	.00	.00	.00	15.00CR
033432	3/07/20- 3/06/21	ALARM	GARREN, RICHARD	15.00CR	.00	.00	.00	15.00CR
033441	3/15/20- 3/14/21	ALARM	OWENS, JOHN C	15.00CR	.00	.00	.00	15.00CR
033443	3/18/20- 3/17/21	ALARM	CRAIG, CLIFFORD	15.00CR	.00	.00	.00	15.00CR
033485	4/02/20- 4/01/21	ALARM	WILSON, JAMES H	15.00CR	.00	.00	.00	15.00CR
033899	3/16/20- 3/15/21	ALARM	THOMAS, JOYCE A	25.00CR	.00	.00	.00	25.00CR
033901	3/18/20- 3/17/21	ALARM	GABBERT, MARK J	25.00CR	.00	.00	.00	25.00CR
033904	3/31/20- 3/30/21	ALARM	NORTON, CHARLES	25.00CR	.00	.00	.00	25.00CR
023438	3/23/20-12/31/20	DEMOL	MEIER & SON DEMOLITION LL	75.00CR	.00	.00	.00	75.00CR
024570	4/01/20- 3/31/21	ELECC	BOYLES, AARON S	75.00CR	.00	.00	.00	75.00CR
025964	2/29/20- 2/28/21	ELECC	TOMPKINS, PHILIP M	75.00CR	.00	.00	.00	75.00CR
026326	4/01/20- 3/31/21	ELECC	PARKER, TIMOTHY P	75.00CR	.00	.00	.00	75.00CR
031086	9/01/19- 8/31/20	ELECC	HOWARD, DEREK D	100.00CR	.00	.00	.00	100.00CR
032458	10/01/19- 9/30/20	ELECC	TULLIER, MARK A	75.00CR	.00	.00	.00	75.00CR
033351	8/01/19- 7/31/20	ELECC	MCKIDDY, CAL S	100.00CR	.00	.00	.00	100.00CR
033513	9/01/19- 8/31/20	ELECC	BACA, GERALD J	100.00CR	.00	.00	.00	100.00CR
033897	3/12/20-10/30/20	ELECC	EVETT, DAVID M	100.00CR	.00	.00	.00	100.00CR
531236	2/29/20- 2/28/21	ELECC	THOMPSON, CHARLES	75.00CR	.00	.00	.00	75.00CR
531238	5/01/20- 4/30/21	ELECC	HOLLAND, DARYL R	75.00CR	.00	.00	.00	75.00CR
026889	3/12/20-12/31/20	EXT	BUG SQUAD	25.00CR	.00	.00	.00	25.00CR
009498	3/07/20- 3/06/21	LAKELEASE	REID, JAMES M	731.00CR	.00	.00	.00	731.00CR
010856	1/07/20- 1/06/21	LAKELEASE	BRACKLEIN, JOHN	731.00CR	.00	.00	.00	731.00CR
010884	3/03/20- 3/02/21	LAKELEASE	WEST, KENNETH	731.00CR	.00	.00	.00	731.00CR
012489	3/20/20- 3/19/21	LAKELEASE	MOORE, ERRON D	731.00CR	.00	.00	.00	731.00CR
012594	3/20/20- 3/19/21	LAKELEASE	WAHKINNEY, MICHAEL	731.00CR	.00	.00	.00	731.00CR
016912	8/04/19- 8/03/20	LAKELEASE	FLOWERS, REBECCA J	717.00CR	.00	.00	.00	717.00CR
024913	2/04/20- 2/03/21	LAKELEASE	MASSEY, JENNIFER D	731.00CR	.00	.00	.00	731.00CR
026559	3/17/20- 3/16/21	LAKELEASE	MOSLEY, DODDIE	731.00CR	.00	.00	.00	731.00CR
026653	3/17/20- 3/16/21	LAKELEASE	MITCHELL, LARRY L	731.00CR	.00	.00	.00	731.00CR
026924	4/21/20- 4/20/21	LAKELEASE	LINDLEY, ROBERT R	731.00CR	.00	.00	.00	731.00CR
026927	4/21/20- 4/20/21	LAKELEASE	LINDLEY, ROBERT R	731.00CR	.00	.00	.00	731.00CR
030534	3/21/20- 3/20/21	LAKELEASE	DUROY, R CHRIS	731.00CR	.00	.00	.00	731.00CR
032175	3/20/20- 3/19/21	LAKELEASE	WARMINGTON, CHAD	731.00CR	.00	.00	.00	731.00CR
033162	11/06/19-11/05/20	LAKELEASE	HOPKINS, CAROL K	500.00CR	.00	.00	.00	500.00CR
033383	3/19/20- 3/18/21	LAKELEASE	BUNDY, JAMES J	731.00CR	.00	.00	.00	731.00CR
033900	3/17/20- 3/16/21	LAKELEASE	SPARKS, KENNETH	1,306.00CR	.00	.00	.00	1,306.00CR
033883	2/19/20- 2/18/21	MARIJ-1	TOP NOTCH MEDZ	1,500.00CR	.00	.00	.00	1,500.00CR
024872	9/01/19- 8/31/20	MECHC	PAYNE, ROBERT L	100.00CR	.00	.00	.00	100.00CR
025030	2/01/20- 1/31/21	MECHC	WAGGONER, ANTHONY B	75.00CR	.00	.00	.00	75.00CR
025710	10/01/19- 9/30/20	MECHC	DEGEORGE, JOSEPH A	100.00CR	.00	.00	.00	100.00CR
026672	4/01/20- 3/31/21	MECHC	MATHERLY, JACOB A	75.00CR	.00	.00	.00	75.00CR
028575	2/29/20- 2/28/21	MECHC	MCCALISTER, JOSHUA R	75.00CR	.00	.00	.00	75.00CR
011058	3/18/20- 3/17/21	MIXED	PAUL'S PLACE LLC	900.00CR	.00	.00	.00	900.00CR

LICENSES: THRU ZZZZZZZZZZ SORTED BY: CODE PAYMENT DATES: 3/01/2020 TO 3/31/2020

LICENSE	PERIOD	CODE	ISSUED TO	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
				PAYMENT DISTRIBUTION				
023445	3/08/20- 3/07/21	MIXED	BRICKTOWN BREWERY	900.00CR	.00	.00	.00	900.00CR
54830	1/26/20- 1/25/21	MIXED	SHAWNEE COUNTRY CLUB	900.00CR	.00	.00	.00	900.00CR
016241	2/29/20- 2/28/21	PLUMC	LINN, LARRY G	75.00CR	.00	.00	.00	75.00CR
026670	4/01/20- 3/31/21	PLUMC	MATHERLY, JACOB A	75.00CR	.00	.00	.00	75.00CR
532365	5/01/19- 4/30/20	PLUMC	THOMPSON, GEARY A	100.00CR	.00	.00	.00	100.00CR
033902	3/23/20- 3/22/21	SOLIC	ROWLEY, RICHARD	50.00CR	.00	.00	.00	50.00CR

RECORD TOTAL	INPUT TOTAL	FEE TOTAL	PENALTY TOTAL	TAX TOTAL	INTEREST TOTAL	GRAND TOTAL
52		18,096.00CR				18,096.00CR

** LICENSE CODE TOTALS **

LICENSE CODE	DESCRIPTION		FEE	PENALTY	TAX	INTEREST	TOTAL PAID
			================= PAYMENT DISTRIBUTION =================				
ALARM	BURGLAR/FIRE ALARM LICENSE	11	195.00CR				195.00CR
DEMOL	DEMOLITION ANNUAL LICENSE	1	75.00CR				75.00CR
ELECC	ELECTRICAL CONTRACTOR	10	850.00CR				850.00CR
EXT	EXTERMINATOR LICENSE	1	25.00CR				25.00CR
LAKELEASE	LAKE LEASE	18	12,026.00CR				12,026.00CR
MARIJ-1	COM MARIJUANA DISPENSARY	1	1,500.00CR				1,500.00CR
MECHC	MECHANICAL CONTRACTOR	5	425.00CR				425.00CR
MIXED	MIXED BEV OCCUPATIONAL TAX	3	2,700.00CR				2,700.00CR
PLUMC	PLUMBING CONTRACTOR	3	250.00CR				250.00CR
SOLIC	SOLICITOR ANNUAL LICENSE	1	50.00CR				50.00CR
		TOTAL	18,096.00CR				18,096.00CR

** REPORT CODE TOTALS **

REPORT CODE	DESCRIPTION		FEE	PENALTY	TAX	INTEREST	TOTAL PAID
			================= PAYMENT DISTRIBUTION =================				
238210	Electrical Contractors	9	775.00CR				775.00CR
238220	Plumbing, Heating, and Air-Con	7	575.00CR				575.00CR
238910	Site Preparation Contractors	1	75.00CR				75.00CR
445310	Beer, Wine, and Liquor Stores	3	2,700.00CR				2,700.00CR
453998	MARIJUANI STORES, MEDICAL REC	1	1,500.00CR				1,500.00CR
454390	Other Direct Selling Establish	1	50.00CR				50.00CR
522298	All Other Nondepository Credit	11	195.00CR				195.00CR
531190	Lessors of Other Real Estate P	18	12,026.00CR				12,026.00CR
561710	Exterminating and Pest Control	1	25.00CR				25.00CR
999999	Migrated License	2	175.00CR				175.00CR
	TOTAL		18,096.00CR				18,096.00CR

** FEE CODE TOTALS **

			================= PAYMENT DISTRIBUTION =================				
FEE CODE	DESCRIPTION		FEE	PENALTY	TAX	INTEREST	TOTAL PAID
ALARM	BURGLAR/FIRE ALARM LICENSE	3	75.00CR				75.00CR
ALARMRENEW	BURGLAR/FIRE ALARM RENEW	8	120.00CR				120.00CR
DEMOL	DEMOLITION LICENSE FEE	1	75.00CR				75.00CR
ELEC1	ELECTRICAL CONTRACTOR INITIAL	1	100.00CR				100.00CR
ELEC2	ELECTRICAL CONTRACTOR RENEW	9	750.00CR				750.00CR
EXT	EXTERMINATOR LICENSE FEE	1	25.00CR				25.00CR
LAKEINSP	LAKE LEASE INSPECTION	1	75.00CR				75.00CR
LAKELEASE	LAKE LEASE	15	10,951.00CR				10,951.00CR
LAKEXFER	LAKE LEASE TRANFER FEE	2	1,000.00CR				1,000.00CR
MARIJFEE1	MARIJUANA BASE FEE	1	1,500.00CR				1,500.00CR
MECH2	MECHANICAL CONTRACTOR RENEW	5	425.00CR				425.00CR
MIXER	MIXED BEVERAGE RENEWAL	3	2,700.00CR				2,700.00CR
PLUM2	PLUMBING CONTRACTOR RENEW	3	250.00CR				250.00CR
SOLIC	SOLICITOR ANNUAL LICENSE	1	50.00CR				50.00CR
		TOTAL	18,096.00CR				18,096.00CR

** GENERAL LEDGER DISTRIBUTION **

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
001-4017	OCCUPATIONAL TAX	2,700.00CR
001-4201	LICENSES	345.00CR
001-4210	REGISTRATIONS	1,525.00CR
001-4211	LAKESIDE INSPECTIONS	75.00CR
001-4218	MEDICAL MARIJUANA LICENSE	1,500.00CR
001-4601	LAKESITE LEASES RENTAL REV	11,951.00CR
799-1023	BANCFIRST GENERAL ACCT	18,096.00

REPORT SELECTION CRITERIA

REPORT SELECTION

LICENSES: THRU ZZZZZZZZZZ
EFFECTIVE DATES: 0/00/0000 TO 99/99/9999
EXPIRATION DATES: 0/00/0000 TO 99/99/9999
PAYMENT DATES: 3/01/2020 TO 3/31/2020
LICENSE CODES: All
REPORT CODES: All
FEE CODES: All

PRINT OPTIONS

SEQUENCE: CODE
REPORT TYPE: SUMMARY
REVERSE PAYMENTS: YES

END OF REPORT

STATUS: ALL PROJECTS: THRU ZZZZZZZZZZ

SEGMENT CODES: All PAYMENT DATES: 3/01/2020 TO 3/31/2020

FEE CODES: All SORTED BY: PROJECT

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
190324	3/10/2020	ACOCK PROPERTIES LLC	1316 E 11TH ST 1	546.18CR	
190370	3/10/2020	ACOCK PROPERTIES LLC	1316 E 11TH ST 2	196.18CR	
190489	3/12/2020	RANDY'S SKYLINE CONSTRUCTION	1510 N ELM AVE	29.50CR	
190672	3/25/2020	GENERAL LIGHTING & SIGN	1701 W MACARTHUR ST	100.00CR	
190795	3/31/2020	BOREN, AARON	5 ROCK HOLLOW RD	79.50CR	
190847	3/31/2020	MULLIN, MARKWAYNE	127 E GEORGIA ST	54.50CR	
190892	3/06/2020	BRYCE HOLLAND CONSTRUCTION LLC	1304 INVERNESS CIR	459.50CR	
190937	3/11/2020	CHLOUBER, STEVEN A	509 N PARK AVE	54.50CR	
191120	3/12/2020	ELLIOTT ARCHITECTS INC.	1927 E WALNUT ST	874.50CR	
200118	3/18/2020	OWENS, PAUL F	13 DEL RANCHO LN	104.50CR	
200126	3/09/2020	CITY BITES	2603 N KICKAPOO AVE	50.00CR	
200146	3/31/2020	BORROR, VERNER G	917 N KICKAPOO AVE	54.50CR	
200147	3/18/2020	SOUTH CENTRAL INDUSTRIES INC	622 W AYRE ST	50.00CR	
200166	3/02/2020	SEBASTIAN HOMES LLC	1108 ADELINE DR	1,255.98CR	
200169	3/31/2020	ACOCK, MARK CORBIN	919 E WHITTAKER ST	54.50CR	
200180	3/09/2020	TARON, DENIS	421 N BEARD AVE	150.00CR	
200186	3/05/2020	VANANTWERP, JIMMY R	2802 N BROADWAY AVE	897.65CR	
200195	3/06/2020	THOLE, DALE	31513 BROWN RD	680.32CR	
200196	3/03/2020	TAYLOR, RICHARD	31709 INGRAM RD	54.50CR	
200198	3/20/2020	TOP NOTCH MEDZ	1528 N HARRISON AVE	50.00CR	
200217	3/06/2020	L & L CONSTRUCTION SOLUTIONS	509 N MEAD AVE	277.57CR	
200233	3/23/2020	DEGEORGE, JOSEPH A	1335 N BEARD AVE	104.50CR	
200238	3/31/2020	GREEN LIGHT SOLAR	2300 N BRYAN AVE	133.17CR	
200246	3/02/2020	CHLOUBER, STEVEN A	1106 N KICKAPOO AVE	54.50CR	
200247	3/02/2020	MORTON, DALE	801 N HOBSON AVE	54.50CR	
200248	3/02/2020	CHLOUBER, STEVEN A	3 DAKOTA DR	54.50CR	
200251	3/04/2020	CACY WOOD CONSTRUCTION LLC	2103 N TUCKER AVE	50.00CR	
200252	3/06/2020	BRYCE HOLLAND CONSTRUCTION LLC	1304 INVERNESS CIR	157.93CR	
200253	3/02/2020	SEIDL, GLENN A	1510 N MINNESOTA AVE	54.50CR	
200254	3/02/2020	SEIDL, GLENN A	1510 N MINNESOTA AVE	54.50CR	
200255	3/06/2020	TULLIER, MARK A	12 N TAWANA DR	54.50CR	
200256	3/03/2020	J BENTLEY DEVELOPMENTS LLC	NONE	229.00CR	
200259	3/03/2020	J BENTLEY DEVELOPMENTS LLC	NONE	229.00CR	
200260	3/03/2020	BERKEY, GREGORY H	1117 HYATT CT	29.50CR	
200261	3/03/2020	MCENTIRE, MIKE T	614 N CENTER AVE	79.50CR	
200262	3/03/2020	COLLINS, JENNIE	15226 SOUTH SCHOOL RD	280.00CR	
200263	3/31/2020	JACKSON, ROBERT D	3303 N HARRISON AVE	54.50CR	
200264	3/04/2020	RODGERS, JACK J	1209 ROSE DR	54.50CR	
200265	3/04/2020	ROBERTS, TIMOTHY J	2300 N BRYAN AVE	104.50CR	
200267	3/06/2020	BRYCE HOLLAND CONSTRUCTION LLC	25 ORLANDO DR	1,660.95CR	
200268	3/06/2020	BRYCE HOLLAND CONSTRUCTION LLC	25 ORLANDO DR	801.38CR	
200269	3/04/2020	HOLLOWELL, JON M	4725 N KICKAPOO AVE	54.50CR	
200270	3/11/2020	RAUSCH COLEMAN HOMES	1921 OAK TREE CT	1,134.99CR	
200273	3/05/2020	MORTON, DALE	19 E DRUMMOND ST	54.50CR	

STATUS: ALL PROJECTS: THRU ZZZZZZZZZZ
SEGMENT CODES: All PAYMENT DATES: 3/01/2020 TO 3/31/2020
FEE CODES: All SORTED BY: PROJECT

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
200274	3/05/2020	MORTON, DALE	536 N POTTENGER AVE	54.50CR	
200275	3/05/2020	MORTON, DALE	638 N UNION AVE	54.50CR	
200276	3/05/2020	MORTON, DALE	506 E ANNA ST	60.00CR	
200277	3/06/2020	LOVE, TYRE J	2410 N MINNESOTA CIR	104.50CR	
200278	3/25/2020	GENERAL LIGHTING & SIGN	1202 W GILMORE ST	50.00CR	
200279	3/06/2020	CRAFTON TULL & ASSOCIATES INC	NONE	358.00CR	
200281	3/06/2020	HAVLICEK, ETHAN	NONE	90.00CR	
200283	3/11/2020	RAUSCH COLEMAN HOMES	2311 BENT TREE RD	1,208.30CR	
200286	3/11/2020	KIRKLAND, CHRISTOPHER D	1201 PALMER DR	54.50CR	
200287	3/10/2020	MORTON, DALE	4103 BLAINE RD	54.50CR	
200288	3/31/2020	ACOCK, MARK CORBIN	1402 N PARK AVE	54.50CR	
200289	3/31/2020	ACOCK, MARK CORBIN	1404 N PARK AVE	54.50CR	
200290	3/11/2020	RETHFORD, KENTON	1528 ENGLISH DR	54.50CR	
200291	3/11/2020	WATKINS, MONTE J	4 LAKEVIEW CIR	29.50CR	
200292	3/11/2020	CHLOUBER, STEVEN A	3901 N KICKAPOO AVE 3	54.50CR	
200293	3/12/2020	MCKIDDY, CAL S	502 N AYDELOTTE AVE	54.50CR	
200296	3/13/2020	CHANEY, RANDOLPH C	2201 BENT TREE RD	29.50CR	
200299	3/12/2020	WEST, PAUL D	NONE	75.00CR	
200300	3/13/2020	LOVE, TYRE J	307 N EASTERN AVE	79.50CR	
200301	3/13/2020	THOMPSON, DAVID L	2304 ELLIS DR	54.50CR	
200302	3/24/2020	ROWLAND CONSTRUCTION LLC	3 ROCK HOLLOW RD	50.00CR	
200303	3/16/2020	SPARKS, ARTHUR	4315 ERIC DR	79.50CR	
200304	3/16/2020	THOMPSON, CHARLES	33 W MIDLAND ST	54.50CR	
200306	3/23/2020	MCKASSON CONSTRUCTION	513 W WOOD ST	50.00CR	
200309	3/17/2020	WILSON, ADAM	124 W HIGHLAND ST	104.50CR	
200310	3/17/2020	ROBERTS, JOSEPH K	1211 ROSE DR	54.50CR	
200312	3/18/2020	OWENS, PAUL F	909 W 9TH ST	79.50CR	
200314	3/24/2020	KUYKENDALL, HAROLD K	1825 N BRYAN AVE	54.50CR	
200316	3/23/2020	ROCK GENERAL CONTRACTORS	3105 ACME RD	159.50CR	
200317	3/23/2020	MEIER & SON DEMOLITION LLC	812 S CHAPMAN AVE	50.00CR	
200319	3/31/2020	HALEY'S BACKHOE SERVICE	16800 MAGNINO RD	29.50CR	
200321	3/24/2020	SEIDL, GLENN A	226 N BROADWAY AVE	54.50CR	
200323	3/24/2020	MORTON, DALE	620 N PENNSYLVANIA AVE	54.50CR	
200324	3/24/2020	MORTON, DALE	114 MEADOWS LN	54.50CR	
200325	3/31/2020	MCFARLAND, CURTIS B	33908 BELCHER RD	79.50CR	
200326	3/27/2020	RAUSCH COLEMAN HOMES	1928 TWISTED OAK CT	1,143.24CR	
200329	3/31/2020	HFA CONSTRUCTION	34 BELLA VISTA LN	59.50CR	
200332	3/31/2020	BOWDEN, CHRISTOPHER K	1143 E ALICE ST	104.50CR	
200333	3/31/2020	SPARKS, ARTHUR	535 W FEDERAL ST	79.50CR	
200334	3/31/2020	BOREN, AARON	2524 N HARRISON AVE 76	54.50CR	

TOTAL ALL PROJECTS: 84 16,692.84CR

STATUS: ALL PROJECTS: THRU ZZZZZZZZZZ

SEGMENT CODES: All PAYMENT DATES: 3/01/2020 TO 3/31/2020

FEE CODES: All SORTED BY: PROJECT

** SEGMENT CODE TOTALS **

SEGMENT CODE	DESCRIPTION	TOTAL PAID
B1-NEW	BUILDING CONSTRUCTION NEW	8,723.79CR
B2-ADD	BUILDING CONSTRUCTION ADD	1,334.00CR
B3-REMODEL	BUILDING CONSTRUCTION REM	787.67CR
B4-SHELTER	BUILDING SHELTER	118.00CR
B4-STORAGE	BUILDING STORAGE SHED	910.38CR
E3-REMODEL	ELECTRICAL REMODEL/REPAIR	536.00CR
M2-ADD	MECHANICAL ADDITION	79.50CR
M3-REMODEL	MECHANICAL REMODEL/REPAIR	1,088.00CR
P3-REMODEL	PLUMBING REMODEL	1,144.50CR
X-BORE/CUT	BORING & PAVING CUT PERMI	60.00CR
X-CURBCUT	CURBCUT/DRIVEWAY/SIDEWALK	300.00CR
X-DEMO	DEMOLITION PERMIT	50.00CR
X-PLATFIN	PLAT REVIEW FINAL	587.00CR
X-PLATREV	PLAT REVIEW PRELIM	304.00CR
X-SIGN	SIGN PERMIT	150.00CR
Z-BOAAPP	BOA APPLICATION	90.00CR
Z-CONDUSE	CONDITIONAL USE PERMIT	280.00CR
Z-OCCUP	OCCUPANCY PERMIT	150.00CR
	TOTAL	16,692.84CR

STATUS: ALL PROJECTS: THRU ZZZZZZZZZZ
SEGMENT CODES: All PAYMENT DATES: 3/01/2020 TO 3/31/2020
FEE CODES: All SORTED BY: PROJECT

** FEE CODE TOTALS **

FEE CODE	DESCRIPTION	TOTAL PAYMENTS	TOTAL PAID
B-BPLANCK	CONSTRUCTION FEE SQ FT	14	1,075.70CR
B-OTHER	BUILDING CONSTRUCTION OTHER CH	4	85.00CR
B-PLANCHK	BUILDING PLAN CHECK FEE SQ FT	2	259.00CR
B-PLANCHK2	BUILDING OTHER PLAN CHECK	4	174.38CR
B-SQFOOT1	CONSTRUCTION FEE SQ FT	19	6,076.26CR
BUILDERREG	BUILDER REGISTRATION FEE	5	150.00CR
EREMODEL	RES ELECTRICAL ADD/REMODEL	7	450.00CR
EREMODEL2	COM ELECTRICAL ADD/REMODEL	1	50.00CR
MAIRCOM	AIR CONDITIONING COMMERCIAL	3	225.00CR
MAIRRES	AIR CONDITIONING RESIDENTIAL	10	775.00CR
MMISC	MISCELLANEOUS FEES	3	175.00CR
PMISC	PLUMBING MISC	9	450.00CR
PNSWR	SEWER TAP FEE	4	1,500.00CR
PNWTR	WATER TAP/MTR FEE	7	2,450.00CR
SIGN	SIGN PERMIT FEE	2	150.00CR
UBCCFEE	UBCC STATE FEE	67	301.50CR
X-BORE	BORE PERMIT FEE	1	60.00CR
X-CURBCUT	CURB CUT / DRIVEWAY/SIDEWALK	4	250.00CR
X-DEMO	DEMOLITION PERMIT FEE	1	50.00CR
X-OCCUP	OCCUPANCY PERMIT	3	150.00CR
X-PLATFIN	FINAL PLAT REIVEW FEE	2	587.00CR
XPLATPRE	PRELIMINARY PLAT REIVEW FEE	1	229.00CR
Z-SIDEWALK	SIDEWALK PERMIT	1	50.00CR
Z-ZBOAFEE	ZONING BOARD OF ADJUSTMENT FEE	1	90.00CR
Z-ZONING	REZONING FEE	1	280.00CR
ZPISSUANCE	ISSUANCE OF EACH PERMIT	12	600.00CR
		TOTAL	16,692.84CR

STATUS: ALL PROJECTS: THRU ZZZZZZZZZZ

SEGMENT CODES: All PAYMENT DATES: 3/01/2020 TO 3/31/2020

FEE CODES: All SORTED BY: PROJECT

** GENERAL LEDGER DISTRIBUTION **

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
001-2133	UBCC FEE PAYABLE	268.00CR
001-4202	BUILDING PERMITS	7,820.34CR
001-4203	PLUMBING PERMITS	2,550.00CR
001-4204	ELECTRICAL PERMITS	500.00CR
001-4205	ZONING PERMITS & APPLICATIONS	1,186.00CR
001-4206	HEATING & A/C PERMITS	1,175.00CR
001-4249	OTHER PERMITS	400.00CR
001-4822	OTHER MISC. REVENUE	33.50CR
101-4249	OTHER PERMITS	310.00CR
501-4510	WATER TAPS	2,450.00CR
799-1023	BANCFIRST GENERAL ACCT	16,692.84

SELECTION CRITERIA

REPORT SELECTION

PROJECT RANGE FROM: THROUGH ZZZZZZZZZZ
PROJECT STATUS: All
SEGMENT CODE: All
FEE CODE: All

PAYMENT SELECTION: DATE RANGE FROM: 3/01/2020 THROUGH 3/31/2020

PRINT OPTIONS

SECURITIES ONLY: NO
INCLUDE SECURITIES: NO
SEGMENT DETAIL: NO
INCLUDE REVERSE PAYMENTS: NO
REPORT SEQUENCE: PROJECT
COMMENT CODE:

END OF REPORT

Regular Board of Commissioners **2. c.**

Meeting Date: 04/20/2020

Household Hazardous Waste

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Approval of the request for renewal of an intergovernmental agreement with the City of Oklahoma City for Regional Household Hazardous Waste Collection and Management Service.

Attachments

Household Hazardous Waste

April 10, 2020

Mr. Lyndel Gibson
City of Oklahoma City
3738 SW 15th Street, Building 1
Oklahoma City, OK 73104

Re: Renewal of Intergovernmental Agreement for Regional Household Hazardous Waste Collection and Management Services

Dear Mr. Gibson:

Pursuant to Article 4 of the Inter-Governmental Agreement between our cities, notice is required of our intent regarding this contract. Please be advised the City of Shawnee would like to continue participation with Oklahoma City regarding hazardous waste disposal.

Please send a copy of the renewal agreement to the Office of the City Clerk, P.O. Box 1448, Shawnee, OK 74802-1448 so that we may present it to our City Commission for approval.

Thank you for your assistance in this regard. Should you have any questions, please don't hesitate to contact me.

Sincerely,

Richard Finley
Mayor

RF/ke

457.13

An Inter-Governmental Agreement for a Regional Household Hazardous Waste Collection, and Management Project (the Project)

THIS AGREEMENT, made and entered into this the **21st** day of **June**, 20**16**, by, between and among City of Shawnee (hereinafter referred to as "Participant" or "Participants") and The City of Oklahoma City (hereinafter referred to as "Oklahoma City").

WITNESSETH:

WHEREAS, the parties, referenced above, with The City of Oklahoma City acting as Lead Party, have resolved to enter into this Agreement to define the participation and expectations of each party and to coordinate the collection and management of household hazardous waste (HHW) and the implementation of a joint program; and

WHEREAS, the EPA Clean Water Act of 1987 requires the establishment of Hazardous Waste Collection and Disposal Programs for MS4 permits; and

WHEREAS, hazardous household waste is "a waste which would be chemically or physically classified as a hazardous waste but is excluded from regulation as a hazardous waste pursuant to the regulations of the Environment Protect Agency because it is generated by a household;" such HHW consisting of numerous products common to the average household, such as pesticides, paints, polishes, cleaners, and automotive supplies; and

WHEREAS, each party to this Agreement has independently researched the possible benefits and obligations of participating in and coordinate activities under the Project; and

WHEREAS, each party has determined that a regional cooperative HHW Education, Collection and Management Project will provide increased convenience/participation and possibly result in a lower cost per participant and cost savings to all parties; and

NOW, THEREFORE, in consideration of the mutual goals and covenants contained herein, and the mutual benefits to result therefrom, the parties agree as follows,

1. The purpose of this Agreement is to establish a Regional HHW Collection and Management Project to affect cost savings, increase public convenience and participation, and educate the public about the proper management of HHW.

2. The term of this Agreement shall commence upon its effective date and conclude June 30, 2017 (which term shall be referred to as the "Initial Term" or the "Demonstration Period").

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3. Each Participant shall have the right to terminate its participation under this Agreement at any time during the term of the Agreement for any reason, including, but not limited to, its own convenience. If any Participant under this Agreement elects to withdraw or terminate its participation under the Agreement prior to June 30, 2017, the withdrawing Party shall give Oklahoma City thirty (30) days prior written notice of the termination. Any Participant withdrawing from this Agreement must meet all financial commitments and other obligations up to the point of the termination or withdrawal. Withdrawal or termination shall not be effective until all financial commitments and other obligations shall be satisfied.

4. Each Participant may independently renew this Agreement beyond the Initial Term upon mutual agreement of Oklahoma City and the renewing Participant. Request for renewal shall be in the form of a letter from the authorized representative of the Participant must be received in July and may be accepted by the City Public Works Director on behalf of Oklahoma City. Each such renewal shall be for one fiscal year, July 1 to the following June 30. Provided however that no Participant in arrears in payment of charges for services render pursuant to this Agreement shall be permitted to renew this Agreement.

5. The City of Oklahoma City agrees to accept HHW from residents of Participant, with the understanding that The City of Oklahoma will maintain an accounting of these cross-jurisdictional amounts and reimbursement for their management. The residents will be required to comply with ordinances and policies for the disposition of HHW established by Oklahoma City, as may be amended from time to time.

6. The City of Oklahoma City, will bill each Participant (the city or county from which a participating **resident** has originated as such proof of residency is presented to Oklahoma City) separately after each collection occurrence and the participating Party will reimburse Oklahoma City in accordance with the terms of this Agreement. The Participant hereby agrees to establish and/or encumber funding for this Agreement and the services to be provided, and to timely pay for services provided. The Participant agrees that Oklahoma City may but is not required to inquire or investigate the residency of any person dropping off HHW beyond the address on the resident's driver's license.

7. Billings are considered due forty-five (45) calendar days after issuance of billing. If payment is not received by the due date a ten (10%) percent late fee will be assessed to the Participant and service to residents of any delinquent Participants will be subject to termination ninety (90) calendar days after the bill issuance date.

8. Oklahoma City shall assess a rate (based on national surveys) per equivalent rate unit (ERU) of fifteen (15) gallons per household. The fee structure per each resident per arrival or entry shall be evaluated by the following scale:

≤ 7.5 gallons	.5 ERU	$ 39.50
> 7.5 gallons to 15 gallons	1.0 ERU	$ 79.00
> 15 gallons to 22.5 gallons	1.5 ERU	$118.50
> 22.5 gallons	2.0 ERU	$158.00

[Note:] **Minimum charge per vehicle per arrival = .5 ERU**
Maximum charge per vehicle per arrival = 2.0 ERU

9. Pursuant to the permit issued by the Oklahoma Department of Environmental Quality, Oklahoma City is prohibited from taking any waste other than products expressly produced for home use. No commercial products will be accepted. No products from commercial business or institutions will be accepted. No products from commercial vehicles shall be accepted.

10. This Agreement shall be deemed effective and legally binding upon execution by each of the parties hereto.

11. This Agreement may be amended upon the mutual agreement of the parties or their authorized representatives.

12. All notices required to be given hereunder, shall be in writing and shall be: delivered in person (and a confirming copy sent by first class mail); or shall be mailed by registered mail; or delivered by facsimile with a return receipt showing delivery (and a confirming copy sent by first class mail), to the following addresses:

(a) Notices to Oklahoma City:
City Clerk
The City of Oklahoma City
200 North Walker Avenue, 2nd Floor
Oklahoma City, Oklahoma 73102

and

Public Works Department
Storm Water Quality Manager
420 West Main Street, 3th Floor
Oklahoma City, Oklahoma 73102

(b) Notices to the Participant:

The parties may hereafter designate, in writing and as provided herein, other or different persons or addresses for receipt of notice.

13. When any word in this Agreement is used in the singular number, it shall include the plural and the plural, the singular, except where contrary intention plainly appears. When any word is used in the masculine, it shall include the feminine, and the feminine, the masculine, except where a contrary intention plainly appears.

14. The parties hereto, acting under authority of their respective governing bodies, have caused this Agreement to be executed in multiple counterparts, each of which shall constitute an original.

15. The parties hereto agree that it is not their intent to create any rights or benefits to any third parties and that no third party beneficiaries shall be created or shall be deemed to be created by this Agreement.

THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK.

16. The parties hereto agree to abide by the applicable and constitutionally valid laws of the State of Oklahoma and the United States of America. The parties further agree that any action to enforce the provisions of this Agreement or any dispute over the interpretation of this Agreement shall be resolved and in a court of competent jurisdiction in Oklahoma County, Oklahoma.

17. This is the complete Agreement between the parties and no statements, representations or discussions not set forth herein shall be binding upon the parties and no party is or shall be bound by any statement or representation that does not conform with this document. No agent or any party to this Agreement has authority to alter, modify or change this Agreement except as expressly provided herein. This Agreement shall be read as a whole and shall not be interpreted either for or against any party. This Agreement may only be amended in writing as approved and executed by all parties hereto.

18. Time shall be deemed to be of the essence of this Agreement.

19. A breach of any provision of this Agreement shall be deemed to be a breach of the entire Agreement provided however the breaching party or parties shall be given thirty (30) days notice as provided herein during which to cure any breach prior to the termination of this Agreement. Provided however, the failure of any party hereto to provide notice of a breach of this Agreement shall not be deemed a waiver of that breach or any subsequent breach of a similar or different kind or nature.

20. A determination that any provision or application of any provision of this Agreement to any party is prohibited or contrary to law shall be limited to the specific language and/or party so construed, and shall not effect the validity of the remaining provisions of the Agreement or its binding effect on any other party or parties.

THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK.

Approved and executed by City of Shawnee this 2nd day of May, 20 16.
(Participant)

THE CITY OF SHAWNEE SEAL OKLAHOMA

(Participant)

Wes Mainord
Mayor

ATTEST: (Seal)

Phyllis Loftis
Clerk

Reviewed for form and legality:

Joseph M. Vorndran, Interim City Attorney
City of Shawnee

Approved and executed by The City of Oklahoma City this **21st** day of **June**, 20 **16**.

THE CITY OF OKLAHOMA CITY

Mick Cornett
Mayor

ATTEST: (Seal)

SEAL OF THE CITY OF OKLAHOMA CITY

Frances Kersey
City Clerk

REVIEWED for form and legality.

David Bennett
Assistant Municipal Counselor

P:\Other Cities\Intergovernmental Agreement

MEMORANDUM

Council Agenda
Item No. VII.AH.5.
6/21/2016

The City of
OKLAHOMA CITY

TO: Mayor and City Council

FROM: James D. Couch, City Manager

Inter-Governmental Agreement with the City of Shawnee, Regional Household Hazardous Waste Collection and Management Project, July 1, 2016 through June 30, 2017.

Purpose

Approval of revised Household Hazardous Waste Collection and Management Service between The City of Oklahoma City and the City of Shawnee to continue providing a Household Hazardous Waste Collection and Management Service.

Background

An Agreement was approved January 2, 2008 (Item No. VI.AC.) with the City of Shawnee and has remained in effect with annual renewals requested by the participant.

Some slight changes have been made in paragraph 7 of the Memorandum. The old paragraph 7 reads as follows:

7. Billings are considered due fifteen (15) calendar days after the bill is mailed. If payment is not received by the due date a ten (10%) percent late fee will be assed to the Participant and service to residents of any delinquent Participant and service to residents of any delinquent Participants will be subject to termination seven (7) calendar days after the due date.

The new paragraph 7 reads as follows:

7. Billings are considered due forty-five (45) calendar days after issuance of billing. If payment is not received by the due date a (10%) percent late fee will be assessed to the Participant and service to residents of any delinquent Participants will be subject to termination ninty (90) calendar days after the bill issuance date.

Because of this change we asked that a new Hazardous Waste Inter-Government Memorandum be approved and executed. The City of Oklahoma City agrees to continue accepting household hazardous waste from residents of the City of Shawnee with the understanding that The City of Oklahoma City will maintain an accounting of these cross-jurisdictional amounts and the City of Shawnee will reimburse The City of Oklahoma City for collection and disposal of household hazardous waste per terms of the Agreement.

Term	July 1, 2016 through June 30, 2017.
Revenue Account	Storm Water Drainage Utility Fund - Hazardous Materials Services - 330-0075-42250000.
Review	Public Works Department

Recommendation: Agreement be approved.

Regular Board of Commissioners **2. d. 1.**

Meeting Date: 04/20/2020

Trap Club Agreement

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Agreement with Shawnee Twin Lakes Trap Club for use of city property known as Shawnee Twin Lakes Trap Range.

Attachments

Agreement

AGREEMENT

This Agreement ("Agreement") is entered into between the CITY OF SHAWNEE, a municipal corporation LESSOR ("City"), and the SHAWNEE TWIN LAKES TRAP CLUB, INC., LESSEE (STLTC), collectively the ("Parties").

WHEREAS the City is the owner of public property and facilities known as, The Shawnee Twin Lakes Trap Range, in the City of Shawnee, Pottawatomie County, State of Oklahoma, and;

WHEREAS the City recognizes that the Trap Range and facilities located at the North East corner of Patterson Road and Hardesty Road shall be used for certain recreational purposes for the benefit of the health, safety and welfare of the residents of the of the City of Shawnee, and;

WHEREAS, it is the desire of the parties to set out in detail the rights and responsibilities of the parties regarding the operations of the Trap Range and the use of City property.

NOW, THEREFORE, in consideration of the covenants, terms and conditions herein contained, the City and the STLTC agree as follows:

1. The City hereby grants the right and privilege to the STLTC to use the facilities and property located generally at the North East corner of Patterson Road and Hardesty Road, City of Shawnee, Pottawatomie County, State of Oklahoma, West side of property, hereinafter jointly referred to as the "Property".

2. This Agreement shall commence on July 1, 2020 and end on June 30, 2021 unless sooner terminated in accordance with the express provisions of this Agreement or renewed as provided in this section. This Agreement shall automatically renew for successive one (1) year terms at the end of the Original Term and each subsequent renewal term, unless revoked in writing by the City or the STLTC, by May 1st of the then-current renewal term. It is further agreed that either of the Parties shall have the right and privilege of terminating this Agreement at any time in the event of a material default by the other Party, upon giving sixty (60) days' notice, in writing, delivered by certified mail, to the other Party of its intention to terminate provided the other party fails to cure, or commence the taking of actions designed to cure, such default within such sixty (60) day time period. In the event this Agreement is terminated, all rights and interests of the Parties hereto shall

thereupon cease. Upon termination of this Agreement, the STLTC shall retain all rights to maintenance equipment, concession equipment, and all other items not considered permanent structural improvements or not purchased by the City. Any and all structures which have been placed or constructed on the Property by the STLTC shall become the property of the City unless otherwise mutually agreed to in writing by the City and the STLTC. The Parties acknowledge that the STLTC shall pay to the City a sum of one dollar ($1.00) on the first day of July every calendar year as lease payment for use of the Property. The Parties acknowledge that at the time of execution of this agreement there have been no permanent improvements constructed by the STLTC.

3. Before any changes are made in the improvements and structures, and before the construction of any permanent building, the STLTC shall obtain approval from the City Manager or his designee for such changes or construction costing Twenty-five Thousand Dollars ($25,000) or less. All changes or construction costing in excess of Twenty-five Thousand Dollars ($25,000.) shall require the approval of the City Commission.

4. It is agreed that the Property area is to be used by the STLTC solely for the purposes of recreation and education, and development of sports skills, primarily for the purpose of shooting traps, and associated supportive services. Any other use of the Property area must be approved by the City. The STLTC shall provide the City with by-laws, league rules, league registration fees and schedules of all the STLTC activities. It is further agreed between the Parties that the STLTC shall make every effort to accommodate the City of Shawnee residents to facilitate shared use. If the STLTC makes the property available for use by others, the STLTC shall make ready the facilities, determine costs and assess such costs against such entities using the property.

5. The STLTC shall not assign this Agreement, or any interest herein, or sublet any portion of the Property area without the consent of the City Manager or his designee. The STLTC may grant permission and authority to any entities to occupy and use the Property area for any supportive services necessary for STLTC or for the conduct of a function not sponsored by STLTC. STLTC will be responsible for informing all other entities using the City property of the rules and obligations for the use of the property.

6. The STLTC will hold the City harmless and exempt from any damage or injury to persons or any damage to property of every kind arising from the management and use of the Property area by the STLTC, its invitees, employees, representatives and successors from the failure of the STLTC to

keep the Property and structures in good condition and repair or for any negligent or intentional act committed by STLTC, its employees, officers, successors and assigns resulting in injury of any kind.

7. The STLTC, at its expense, shall keep in force, during the term of this Agreement, Public Liability Insurance issued by an insurance company authorized to conduct business in Oklahoma by the Oklahoma Insurance commissioner. The insurance will be in a form acceptable to the City Attorney and City Manager for the City, for the protection of the City and the STLTC against all liabilities, judgments, costs, damages and expenses which may accrue against, be charged to, or recovered from City, on account of any matter or thing which may occur on the Property, excluding Participants who will not be covered during the actual participation in an event, in a Public Liability Insurance policy or policies in the amount of One Million Dollars ($1,000,000.00). The use of the fields by any entity other than STLTC will require that entity to comply with the requirements of this paragraph for the obtaining of insurance. The insurance obtained will include a rider for the City and STLTC to be covered by the policy.

8. The STLTC will share the building space with the Sporting Clay area (currently the Shawnee Shotgun Club). The STLTC will provide maintenance to grounds around the building and facilities including mowing of the area right around the building, cost share with the Shawnee Shotgun Club janitorial and sanitizing service and supplies, Trash receptacles and liners to be disposed of on an as needed basis, field supplies and service including paint, and other equipment. Major repairs to existing facilities such as replacing buildings, roofs, sewer lines, major water line breaks, parking lot repairs, and fencing replacement previously installed by the City, and other repairs traditionally within the responsibility of the "landlord", will be the responsibility of the City at no cost to the STLTC. The STLTC will be responsible for minor repairs to the building, replacement of equipment, minor plumbing repairs such as clogged toilets, clogged sink drains, toilet and sink replacement, light bulb replacement and all maintenance and repair to new facilities constructed by the STLTC for at least one year after construction and during warranty period. All members and employees of the lessee that work on or do repairs will be considered independent contractors and not working for the City. The STLTC shall be responsible for ensuring that trash is picked up from grounds after events and deposited into the dumpster provided by the City. The STLTC shall exercise a high degree of care in ensuring grounds and building are continually in good repair during the term of this agreement. The City shall be charged for electric services and the STLTC will exercise reasonable efforts to conserve electric. The STLTC will provide and pay for their own

phone service.

9. The STLTC will exercise reasonable efforts to make its customers aware of parking regulations during STLTC activities to assist the City in an effort to insure that the ground and vegetation of the Property, and adjacent premises, are not damaged by vehicles being driven or parked in places other than those defined by signage or in the plan as road or parking areas.

10. The STLTC agrees to provide activities, primarily for Shawnee area residents without discrimination as to race, religion, color, creed, sex or national origin.

11. If any person believes that the STLTC has violated the provisions of this Agreement, and has exhausted all appeal procedures through the STLTC Board, that person may file a written complaint with the City Manager or his designee. The City Manager or his designee shall so advise the STLTC, provide it with a copy of the complaint, and give the STLTC ten (10) days to consult with counsel and file a written response with the City Manager or his designee. Thereafter, the City Manager or his designee may, if he/she deems prudent, conduct an investigation into the situation, and within thirty (30) days of the response by the STLTC, advise of a ruling on the matter. Failure of the STLTC to follow the directions so given by the City Manager or his designee may result in the termination of this Agreement (without further notice).

12. The City Manager may designate one (1) person to serve as a non-voting, advisory to the STLTC Board. Alternatively, the STLTC may designate one (1) person to serve as liaison between the STLTC and the City Parks Department to address issues regarding maintenance and program administration. The STLTC will provide the City semi-annual financial statements and reports of business activities. There shall be ultimate City Commission review for capital improvements in excess of twenty five thousand dollars ($25,000.00). The STLTC shall permit City or City's designee to conduct a financial review of its operations at any time per discretion of the City.

13. The STLTC shall maintain a local contact, accessible to the City and the public at reasonable hours and otherwise make arrangements to accommodate the working public to the extent necessary for registration and similar activities. The contact will be responsible for disseminating all administrative and operational functions to include management, registration, access to all records that are subject to disclosure pursuant to Title 51 O.S. §24A.1, et seq., known as the Oklahoma Open Records Act, and access to the operational staff.

14. This Agreement shall only be amended in writing by the mutual consent of the STLTC and the City. In the event that anyone or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, the other provisions of the Agreement shall not be affected. The Agreement shall be construed as if the valid, legal, or enforceable provisions for the Agreement were not affected, and the Agreement shall be construed as if the invalid, illegal, or unenforceable provisions had never been contained therein. No terms inconsistent with this Agreement shall be deemed binding on the parties. This Agreement contains all essential terms necessary to accomplish the purposes expressed by the parties and any other prior agreements, written or oral, consistent or inconsistent with the terms herein, are hereby rendered null and void. The parties also agree that this Agreement is fully integrated, embracing all essential terms necessary to carry out the purpose stated herein.

IN WITNESS HEREOF the City of Shawnee, and Shawnee Twin Lakes Trap Club, Inc., by their representatives, set their hands to this Agreement on the ________ day of ____________, 2020.

THE CITY OF SHAWNEE, OKLAHOMA

ATTEST:

____
CHANCE ALLISON, CITY MANAGER

____
LISA LASYONE, CMC, CITY CLERK

SHAWNEE TWIN LAKES TRAP CLUB, INC.

ATTEST:

Gary A. Bristow
PRESIDENT/CHAIRMAN

____
CLERK

APPROVED AS TO FORM AND LEGALITY THIS ____ DAY OF __________, 2020.

____
JOSEPH M. VORNDRAN, CITY ATTORNEY

Regular Board of Commissioners **2. d. 2.**

Meeting Date: 04/20/2020

Project HEART

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Agreement with Project H.E.A.R.T., Inc. to provide meals to elderly persons.

Attachments

Agreement

Lease Agreement

This Agreement is entered into this 1st day of July, 2020, by and between the City of Shawnee, Oklahoma, a municipal corporation acting by and through its City Manager, hereinafter "LESSOR", and Project H.E.A.R.T., Inc. hereinafter referred to as "LESSEE".

WITNESSETH:

WHEREAS, Project H.E.A.R.T., Inc. is a non-profit corporation organized to receive federal, state and local donations to carry on a program of providing meals for persons who are aged sixty (60) plus; and

WHEREAS, in order to carry on the program of providing meals to persons who are aged sixty (60) plus within the City of Shawnee, it is necessary for the LESSEE to have space for operation and utility services; and

WHEREAS, it is beneficial to the public health and welfare in the City of Shawnee for the LESSOR to provide such space and utility services to the LESSEE.

THEREFORE, it is hereby agreed that the LESSOR hereby leases to the LESSEE the non-exclusive right to occupy certain designated spaces at the Shawnee Community Center (804 South Park Street), for the purpose of preparing and serving meals to persons aged sixty (60) plus for the term commencing the 1st day of July, 2020 and ending the 30th day of June, 2021. LESSEE agrees to pay LESSOR Five Hundred Dollars ($500.00) per month rent, due by the 10th day of each month. The LESSOR agrees to furnish, at no expense to the Lessee, electric, gas and water utility services to the LESSEE at such locations. The LESSORS' City Manager shall have the right to inspect and approve all appliances used by the LESSEE at the sites. The LESSEE agrees that it will not waste any utility services. Waste of utility services found by the City Manager or other representative of the LESSOR shall be grounds for immediate termination of the Lease Agreement. Any changes in operations equipment or appliances shall be subject to the approval of the City Manager.

The LESSEE shall have complete autonomy over the implementation of its program. The LESSEE shall supervise and manage all aspects of the food service operation and shall interview and employ personnel to fill positions needed to conduct LESSEE's operation including but not limited to site manager, cook, cook aide, dish washer and custodian, as well as supervise the personnel in their duties concerning the program.

The LESSEE shall provide meals for persons aged sixty (60) plus. The LESSEE agrees to provide food services to persons aged sixty (60) plus in the City of Shawnee. Such meals shall be approximately 78 noon meals per day, five days a week, 250 days a year, excluding eleven (11) holidays and weekends at the Shawnee Community Center (804 South Park Street). Food service may be suspended during inclement weather or unforeseen circumstances. Number of meals served per day is dependent upon continued funding being received by the Lessee.

Personal property owned by the LESSEE shall remain the property of the LESSEE. However, the LESSOR shall have the right to use the LESSEE's tables and chairs when they are not in use by the LESSEE. Said tables and chairs are not to leave the premises.

LESSEE agrees that said space will be provided for LESSEE's use for six (6) hours per day every day of operation. LESSEE's staff and participants shall have access to the bathrooms located directly south of leased premises.

LESSEE shall provide its own custodial services for the leased premises.

LESSEE shall provide pest control, termite control and minor maintenance for only the leased premises.

LESSOR shall provide major repairs (defined as repairs exceeding $250 and exterior maintenance to the City owned facilities as required, provided that LESSEE shall pay for all repairs of any equipment and appliances it owns regardless of cost and any proportionate repair costs for jointly used or shared equipment. Any issues concerning said repairs and maintenance shall be expressly conducted between LESSEE and City of Shawnee employee(s). LESSEE shall clean and service the grease trap on a regular basis.

The LESSEE is authorized to secure the leased premises by any necessary means including locks or other forms of security. The LESSOR shall provide keys, codes or entry passwords to the LESSEE for all locks on all doors, which the LESSEE may lock and LESSEE shall provide the same to LESSOR. LESSOR retains the right to utilize a locksmith at LESSEE's expense should access be necessary and the appropriate key or combination not provided.

The LESSEE shall provide to the LESSOR the names of responsible parties for the site, and the name and telephone number of a person who may be contacted on a 24-hour basis.

The LESSOR agrees to provide to the LESSEE a schedule of activities during hours which the LESSEE is not operating its services at the site. The LESSOR shall have the exclusive right to schedule activities at the site during the hours that LESSEE is not conducting its operation with the exception of the kitchen.

This lease may be canceled by either party upon sixty (60) days' notice in writing to the other party. Notice to the LESSEE shall be addressed to the Director, Project H.E.A.R.T., Inc., P.O. Box 3667, Shawnee, Oklahoma 74802-3667. Notice to the LESSOR shall be addressed to the City Manager, P.O. Box 1448, Shawnee, Oklahoma 74802-1448.

[Signature page to follow.]

IN WITNESS WHEREOF, the said parties have caused this Agreement to be executed the day and year first above written.

THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION

____
CHANCE ALLISON, CITY MANAGER

ATTEST:

____
LISA LASYONE, CMC, CITY CLERK

PROJECT H.E.A.R.T., INC.

Chris Harden
EXECUTIVE DIRECTOR

Subscribed and sworn to before me this 14 day of April, 2020.

Theresa Beverage
NOTARY PUBLIC

THERESA BEVERAGE NOTARY PUBLIC # 09009564 EXP. 11-17-2021 IN AND FOR STATE OF OKLAHOMA POTTAWATOMIE COUNTY

Commission Expires: 11-17-2021

Commission Number: 09009564/2021 TB

Approved as to form and legality this 14 day of April, 2020.

____
JOSEPH M. VORNDRAN, CITY ATTORNEY

Regular Board of Commissioners **2. e.**

Meeting Date: 04/20/2020

Hiring

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Confirm and approve the City Manager’s hiring of Seth Barkhimer, P.E. as the Director of Engineering.

Attachments

Memo

City of Shawnee
OKLAHOMA

Office of the City Manager

Date: April 20, 2020

To: Honorable Mayor and City Commissioners

From: Chance Allison, CPA, City Manager

Subject: Hiring of City Engineer

I have extended an employment offer to Seth Barkhimer, P.E. to be the City's next City Engineer, subject to approval by the City Commission effective April 27, 2020. In accordance with the City Charter, "*the appointments of all heads of departments shall not become effective until they have been approved by the Board of Commissioners*" (Article V, Section 2).

Mr. Barkhimer holds the designation of Professional Engineer and has extensive and well-rounded experience working in various facets of municipal engineering. He previously worked for Olsson, Inc., a nationally recognized engineering and design firm as a Project Engineer. In addition, Mr. Barkhimer worked as an engineering intern for the Oklahoma Department of Transportation (ODOT) conducting construction inspections and surveys. His knowledge, skills and experience are well diversified with experience in commercial, residential and industrial private site development (planning and permitting), preparation of design construction drawings for waterlines, sanitary sewer, storm sewer, detention ponds, grading and drainage, and paving, provision of hydrological analysis, preparation of project proposals, construction estimates, and quality control of construction documents and specifications. As a Project Engineer, Mr. Barkhimer has adequate experience in managing project invoicing, managing engineering staff to maintain project timelines, and ensuring project successes through coordination with consultants, state agencies, and other project stakeholders. Last, Mr. Barkhimer holds a Civil and Environmental Engineering Degree from Oklahoma State University.

Regular Board of Commissioners 3.

Meeting Date: 04/20/2020

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a budget amendment for Hotel Motel Fund 106 – Updating Department of Tourism budget to reflect changes because of COVID-19 and contract with Pottawatomie County Historical Society.

Attachments

Budget Amendment

City of Shawnee
2019-2020 Budget Amendment
HOTEL/MOTEL SURCHARGE FUND

Estimated Revenue, Fund Balance, or Transfers IN

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
106	4004			HOTEL/MOTEL SURCHARE	450,000.00	(56,798.00)	393,202.00
106	4701			INTEREST INCOME	-	40.14	40.14
106	4822			OTHER MISC REVENUE	-	478,389.73	478,389.73
				Total	450,000.00	421,631.87	871,631.87

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
106	5-0140-5329			POSTAGE & SHIPPING	5,000.00	(2,250.00)	2,750.00
106	5-0140-5335			GRANTS	35,000.00	(14,100.00)	20,900.00
106	5-0140-5339			OTHER CONTRACTUAL SERV	44,000.00	(15,000.00)	29,000.00
106	5-0140-5340			TRAINING CONFERENCES	5,000.00	(500.00)	4,500.00
106	5-0140-5347			MEMBERSHIP & DUES	3,200.00	(430.00)	2,770.00
106	5-0140-5351			SOFTWARE SUPPORT CNTRCTS	12,650.00	(11,650.00)	1,000.00
106	5-0140-5353			ADVERTISING	77,650.00	(32,650.00)	45,000.00
106	5-0140-5354			PRINTING	10,000.00	(2,000.00)	8,000.00
106	5-0140-5355			INSURANCE	1,500.00	(1,400.00)	100.00
106	5-5020-5339			OTHER CONTRACTUAL SERV	120,000.00	160,000.00	280,000.00
					314,000.00	80,020.00	394,020.00

Approved by the City Commission this

Explanation of Budget Amendment:
Updating Department of Tourism budget to reflect changes because of COVID-19 and contract with Pottawatomie County Historical Society.

Approved:

Mayor ______________________

Attest:

City Clerk ______________________

Posted By ______________ Date ______________ BA# _________ Pkt.# ________

Regular Board of Commissioners **4. a.**

Meeting Date: 04/20/2020

RFP Award

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Solid Waste Collection, Recycling, and Disposal Services (Award)

Attachments

Memo

RFP

Addendum No. 1

Addendum No. 2

Addendum No 3

Plan Holders List

City of Shawnee
OKLAHOMA

Office of City Manager

To: Mayor and City Commissioners
From: Chance Allison, City Manager
Brad Schmidt, Utility Director
Lisa Lasyone, City Clerk
Date: April 20, 2020
Re: Request for Proposals for Solid Waste Collection, Recycling and Disposal Services

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On March 2, 2020, we accepted Request for Proposals for Solid Waste Collection, Recycling and Disposal Services. One proposal was received, which was from Central Disposal. Central Disposal is the City's current solid waste collection, recycling and disposal services provider. Central Disposal's proposed rate changes are as follows (direct cost to the City):

		Current Rates		Proposed Rates	
		Month	Year	Month	Year
A.	Once a week Residential curbside Solid Waste collection (large size apx 90 gallons) (automated)	$10.00	$120.00	$11.50	$138.00
B.	Once a week Residential curbside Solid Waste collection (small size apx 60 gallons) (automated)	$8.00	$96.00	$7.00	$84.00
C.	Once a week yard waste Collection & Processing	$0.75	$9.00	$1.00	$12.00
D.	Extra Polycart for Residential curbside Solid Waste collection (large size apx 90 gallons) (automated)	$8.00	$96.00	$10.00	$120.00
E.	Community Solid/Bulk Waste drop off Transfer Station (manned)	$0.75	$9.00	$1.00	$12.00
F.	Once a month curbside Bulk Waste Collection	$0.20	$2.40	$0.75	$9.00
G.	Quarterly curbside Bulk Waste Collection	$0.05	$0.60	$0.75	$9.00
H.	Once a month City Wide Clean Up-(4) Roll-Offs at specific sites	No Charge		No Charge	
I.	Sludge Roll-Offs-Approximately 150 per year at 2 locations	Not Applicable		$250/haul $25/ton	
J.	Once a week curbside Recyclable Collection & Processing	$3.50	$42.00	$3.75	$45.00

K.	Solid Waste Removal for City of Shawnee government: (Refer to Section 4.8)	No Charge		No Charge	
L.	Spring and Fall Clean-up - Multiple Collection Points- one in Spring and one in Fall of each year (includes lake area)	Spring - No Charge Fall - Curbside - $175/hour or $262/hour		No Charge	
M.	Hazardous Waste Collection – Collection of hazardous waste at one location during Spring Clean Up	Not Applicable		$0.75	$9.00
N.	Landfill use charge to residents on a user fee basis (3 cubic yards per month)	None		No Charge	
	Direct Cost to the City				
		Current Rates		Proposed Rates	
		Month	Year	Month	Year
	Large Polycart				
	Polycart Trash Service (95 Gallon)	$10.00	$120.00	$11.50	$138.00
	Recycle Pickup	$3.50	$42.00	$3.75	$45.00
	Transfer Station	$0.75	$9.00	$1.00	$12.00
	Yard Waste Pickup	$0.75	$9.00	$1.00	$12.00
	Bulk Waste Pickup	$0.20	$2.40	$0.75	$9.00
	Total Monthly Charge	$15.20	$182.40	$18.00	$216.00
	Small Polycart				
	Polycart Trash Service (65 Gallon)	$6.50	$78.00	$7.00	$84.00
	Recycle Pickup	$3.50	$42.00	$3.75	$45.00
	Transfer Station	$0.75	$9.00	$1.00	$12.00
	Yard Waste Pickup	$0.75	$9.00	$1.00	$12.00
	Bulk Waste Pickup	$0.20	$2.40	$0.75	$9.00
	Total Monthly Charge	$11.70	$140.40	$13.50	$162.00

With Central Disposal's proposal, all of the services currently received by customers will continue, including, once a week curbside, recycling and green waste collection, along with once-a-month bulk waste collection. The proposal also includes spring and fall clean-up, which will be at multiple locations and once-a-year hazardous waste collection.

Staff recommends approval of the proposal to Central Disposal at the above proposed rates. However, due to the current COVID-19 pandemic, direct cost rates to the City and a rate increase to the Customer will not be put into effect until after the pandemic is over. Staff will come back to the Commission at a later date with a proposed rate increase in line with the Consumer Price Index.

CONTRACT
FOR
SOLID WASTE COLLECTION, RECYLCING
AND DISPOSAL SERVICES

This contract, made and entered into this ________ day of _______________, 2020, by and between the City of Shawnee/Shawnee Municipal Authority, a public Authority in which the Shawnee Municipal Authority holds the beneficial interest, hereinafter referred to as "CITY/AUTHORITY" and

____

____

____

Hereinafter referred to as "CONTRACTOR."

WHEREAS, the CONTRACTOR did on the _____ day of _______________, 2020, submit a proposal pursuant to a Request for Proposals as approved by the Trustees of the CITY/AUTHORITY to collect, remove, and dispose of all residential solid waste within the City of Shawnee, and to perform other such work as may be incidental thereto, for the period from July 1, 2020, through June 30, 2021, inclusive; all of the expense of every nature and kind incurred in collection, removing and disposing of said solid waste to be paid by CONTRACTOR.

NOW, THEREFORE, in consideration of the following mutual agreements and covenants herein contained, it is understood and agreed by and between CONTRACTOR and CITY/AUTHORITY that:

I. The term of this contract is from July 1, 2020 to June 30, 2030. Divided into ten (10) periods as follows:
   - Period 1 - July 1, 2020 to June 30, 2021
   - Period 2 - July 1, 2021 to June 30, 2022
   - Period 3 - July 1, 2022 to June 30, 2023
   - Period 4 - July 1, 2023 to June 30, 2024
   - Period 5 - July 1, 2024 to June 30, 2025
   - Period 6 - July 1, 2025 to June 30, 2026
   - Period 7 - July 1, 2026 to June 30, 2027
   - Period 8 - July 1, 2027 to June 30, 2028
   - Period 9 - July 1, 2028 to June 30, 2029
   - Period 10 - July 1, 2029 to June 30, 2030

At the end of each period of the contract, the CITY/AUTHORITY has the sole discretion to continue the contract for the succeeding period of the contract or to discontinue the contract with no penalty upon thirty (30) day written notice to the CONTRACTOR.

II. The above referenced Proposal, the Request for Proposals, General and Special Conditions, Performance, Payment and Guarantee Bonds are expressly made a part of this contract by reference as though fully set out verbatim herein.

III. The CITY/AUTHORITY agrees to pay and the CONTRACTOR agrees to accept, in full consideration for the performance of the CONTRACTOR'S obligations, compensation to be computed at the unit prices set forth in the Schedule of Quotes.

This contract covers the Basic Residential Services as set forth in the Request for Proposals and in the Schedule of Quotes.

IV. This contract constitutes the entire agreement and understanding between the parties hereto, and shall not be modified, altered, changed, or amended in any respect unless in writing and signed by both parties hereto.

Should the CITY/AUTHORITY participate with the CONTRACTOR in any cost reduction programs, efficiency studies or studies of innovative methods or equipment or take any action that results in cost savings for the CONTRACTOR, the CITY/AUTHORITY shall receive rate decreases equal to a minimum of fifty percent (50%) of the saving realized by the CONTRACTOR.

V. CONTRACTOR shall conform to all laws, ordinances, rules and regulations applicable to this contract.

VI. CONTRACTOR shall indemnify; save and hold harmless the CITY/AUTHORITY, the City, their officers, employees and agents from all claims, suits or actions of whatever kind or character made upon or brought against the City or CITY/AUTHORITY, their officers, employees or agents, for or on account of any injuries or damage received or sustained by any party or parties by or from the acts of said CONTRACTOR or its servants, agents, employees and subcontractors, in doing the work and rendering the services herein contracted for, or by or in consequence of any negligence in operations or any improper equipment or material used, or by or on account of any act or omission of CONTRACTOR or servants, agents, employees or subcontractors and also from all claims of damage for infringement of any patent in fulfilling this contract. This indemnity shall include attorney's fees and costs and all other costs and expenses incurred in the defense of any suit.

VII. CONTRACTOR shall not assign this contract to another party, company, partnership or corporation without specific approval in writing from the CITY/AUTHORITY.

VIII. If CONTRACTOR changes ownership, name, etc, then the CITY/AUTHORITY shall have the option to re-bid the contract immediately if CITY/AUTHORITY so desires.

IX. CONTRACTOR shall pay all just claims due for the payment of all employees and mechanics for labor that shall be performed, for the payment of all material and equipment furnished, and for the payment of material, equipment and facilities rented which is actually used or rented in the performance of this contract.

CONTRACTOR shall submit evidence satisfactory to the CITY/AUTHORITY that all payrolls, equipment, materials or facility bills, and other indebtedness pertaining to the performance of this contract have been paid.

X. In the event that it shall become impossible or unlawful for CONTRACTOR to continue the performance of this contract by reason of an Act of God, an Act of the Legislature herein after passed, or by Act of the City or CITY*I*AUTHORITY or by reason of a final order by the court of record in proceedings not instituted by or acquiesced in by the CONTRACTOR, directly or indirectly, and not due to any negligence upon the CONTRACTOR, the CONTRACTOR shall not be liable for damage for consequences arising solely out of such impossibility.

XI. This contract shall not constitute a franchise or an exclusive right to collect solid waste within the corporate limits of the City of Shawnee.

XII. This contract shall be governed by the laws of the State of Oklahoma both as to interpretation and performance.

ln witness whereof, we, the contracting parties, by our duly authorized agents, hereto affix our signatures and seals at Shawnee, Oklahoma, this _________ day of ______________, 2020.

CITY/AUTHORITY

By: ____________________________________
W. Chance Allison
City Manager

(SEAL)

ATTEST:

____
Lisa Lasyone, CMC
City Clerk

____
Name of CONTRACTOR

By: ____________________________________

Title: ___________________________________

(SEAL)

ATTEST:

____
Secretary

REQUEST FOR PROPOSALS
FOR
SOLID WASTE COLLECTION, RECYCLING AND DISPOSAL SERVICES

ADDENDUM NO. 1

Please be advised that the previously scheduled mandatory pre-proposal meeting for February 19, 2020 at 10:00 a.m. has been rescheduled to **February 19, 2020 at 2:00 p.m.** Location of the mandatory pre-proposal meeting is Shawnee Municipal Authority Public Works, 111 South Kickapoo, 2nd Floor, Shawnee, Oklahoma 74801.

Contact Information:

NAME:	Lisa Lasyone
	City Clerk
ADDRESS:	Post Office Box 1448
	Shawnee, Oklahoma 74801
EMAIL:	llasyone@shawneeok.org

Please acknowledge receipt of Addendum No. 1 by signing below and returning to the above address either by regular mail or email.

I acknowledge receipt of Addendum No. 1 to the *Request for Proposals for Solid Waste Collection, Recycling and Disposal Services*.

____
Date

By:___________________________________
Typed Name:___________________________
Title:__________________________________
Company:_____________________________

REQUEST FOR PROPOSALS
FOR
SOLID WASTE COLLECTION, RECYCLING AND DISPOSAL SERVICES

ADDENDUM NO. 2

This Addendum modifies and takes precedence over the original Request for Proposals and forms a part of the Contract Documents.

(Please note that the following shall be added to and made part of the above subject project specifications. Contractor shall, upon submittal of his/her bid, acknowledge this addendum and include this addendum in the Proposal Documents.)

Questions and answers from February 19, 2020 Pre-Proposal Meeting:

1. Can we put the contract through SMA and not COS so it can go for 10 years? The contract is with the City of Shawnee/Shawnee Municipal Authority, in which the Authority holds the beneficial interest (Contract, page 1, paragraph 1). The terms dates referenced on page 2 of the Proposal Form and page 1, paragraph 1 of the proposed Contract are modified as follows (attached is an updated proposed Contract):

   The initial term of this contract is from July 1, 2020 to June 30, 2030. Divided into ten (10) periods as follows:

   Period 1 - July 1, 2020 to June 30, 2021
   Period 2 - July 1, 2021 to June 30, 2022
   Period 3 - July 1, 2022 to June 30, 2023
   Period 4 - July 1, 2023 to June 30, 2024
   Period 5 - July 1, 2024 to June 30, 2025
   Period 6 - July 1, 2025 to June 30, 2026
   Period 7 - July 1, 2026 to June 30, 2027
   Period 8 - July 1, 2027 to June 30, 2028
   Period 9 - July 1, 2028 to June 30, 2029
   Period 10 - July 1, 2029 to June 30, 2030

   At the end of each period of the contract, the CITY/AUTHORITY has the sole discretion to continue the contract for the succeeding period of the contract or to discontinue the contract with no penalty upon thirty (30) day written notice to the CONTRACTOR.

2. What is the approximate weight on the sludge boxes? The projected sludge production is between twenty-five (25) and thirty-five (35) tons a week combined. This roughly equates to three (3) to four (4) thirty (30) yard dumpsters weekly combined (1-2 per plant) using the max allowable 10-ton weight. This will vary depending upon moisture content and influent quality.

3. What is the approximate weight of trash for city-wide clean up? Unknown

4. What is the approximate percentage of participation of recycling? Unknown

5. What is the approximate participation at landfill/transfer station? Unknown

6. How many residents receive trash service around Shawnee Twin Lakes? There are approximately 157 trash services around the Shawnee Twin Lakes area.

7. Paragraph 4.8 of the General and Special Provisions are updated as follows: Paragraph 4.8 of the General and Special Provisions is modified as below:

4.8 CONTRACTOR shall provide collection, recycling and disposal services for the City governmental operations at no additional charge under this contract. This does not include sludge generated by the treatment plants. The following is a list of locations, container quantities and sizes and frequency of collection included under this requirement:

Location	Quantity	Size	Frequency
Public Works Service Center	1	40 yards	1/week
Animal Shelter	1	2 yards	Daily
City Hall	1	6 yards	3/week
Fairview Cemetery	1	6 yards	2/week
Lions Club Park	2	8 yards	3/week**
Dockery Park	1	6 yards	2/week**
Shawnee Lake	3	12 yards	1/week**
Community Center	1	4 yards	2/week
Senior Center	2	4 yards	2/week
Public Library	1	3 yards	3/week
Water Treatment Plant	1	4 yards	1/week
Northside Wastewater Treatment Plant	2	2 yards	2/week
Southside Wastewater Treatment Plant	2	2 yards	2/week
Central Garage	1	4 yards	2/week
Expo Center	4	40 yards	2/week***
Expo Center	4	8 yards	1/week
Police (912 E Independence)	1	6 yards	3/week
Police (1950 N Park)	1	2 yards	1/week
Fire Station No. 2	1	2 yards	2/week
Fire Station No. 3	1	2 yards	2/week
Downtown Public Containers	28*	30 gallons	2/week
Airport Location	1	4 yards	2/week
Airport Location	1	2 yards	1/week
Airport Location	1	Recycle Bin	1/week
Airport Location	2	96 gallons	1/week
Old Army Reserve Building	1	2 yards	1/week
Shawnee Trap Range	2	4 yards	1/week
Shawnee Gun Range	1	4 yards	1/week

*Containers provided by City - should be picked up a minimum of twice a week and as needed.
**2/week - May to October, 1/week remainder
***During International Youth Final Rodeo

Additional services to municipal operations will be provided as needed, at prices mutually agreed upon between CITY/AUTHORITY and CONTRACTOR, prior to commencement of such additional services.

Additional Available information

A. BASIC RESIDENTIAL SERVICE: All residents receive automated curbside pickup. House side service is available for customers with a disability, which cannot move their polycarts, with written documentation from their doctor's office.

B. RESIDENTIAL CONVENIENCE: Approximately one hundred eighty (180) vehicles per month currently haul residential refuse to the disposal site. (See 4.6 of the General and Special Provisions).

C. CITY-WIDE CLEANUP: The estimated volume of bulk waste collected at the most recent annual city-wide cleanup (See 4.7 of the General and Special Provisions) is three hundred-seventeen point fifteen (317.15) tons.

D. GOVERNMENTAL OPERATIONS: Disposal of refuse from governmental operations of the City of Shawnee (See 4.8 of the General and Special Provisions) shall include the following at no additional cost:

1. Expo Center Waste: The Expo Center currently hauls approximately one hundred fifty (150), twenty (20) cubic yard loads of waste from activities at the Expo Center.

2. Trees, Limbs, Branches, Etc.: The Street Maintenance and Park Maintenance division haul natural materials to the disposal site periodically.

3. Grit: The municipal wastewater treatment plants generate grit and screenings and should be picked up twice a week and as needed.

8. Paragraph 3 on page 1 of the Proposal Form is amended to read as follows:

   The undersigned agrees and understands that the "units" depicted in the "Schedule of Quotes" is subject to change by increasing or decreasing, and hereby proposes to perform all quantities of work, as increased or decreased, in accordance with the provisions of the specifications at the unit price quoted. The average number of residential units during the current fiscal year are as follows:
   - Large (approximate 90 gallons) polycarts – 9,696
   - Small (approximate 60 gallons) polycarts – 677
   - Extra (large/90 gallons) polycarts – 1,560

9. Is the city open to an alternative options? Any and all proposals should stay within the parameters of the Request for Proposals.

10. Can the Bid bond be based on an average monthly bill times twelve (12) months times five percent (5%)? Yes

11. Can the deadline for proposals be moved to a later date? No, the deadline remains 4:00 p.m. on March 2, 2020.

12. What is the approximate number of hazardous waste trips taken to Oklahoma City by customers? For the 2019 calendar year, there were a total of six (6) trips from customers taking hazardous waste to the Oklahoma City landfill.

Please be advised that any additional questions should be sent via email and no later than 5:00 p.m. on Thursday, February 27, 2020 in order that the City/Authority has the opportunity to answer prior to the proposal due date.

Name: Lisa Lasyone
City Clerk
Email: llasyone@shawneeok.org

Acknowledgment of receipt of Addendum No. 2 by signing below and returning to the above address either by regular mail or email is required prior to or at the time the proposal is submitted.

I acknowledge receipt of Addendum No. 2 to the *Request for Proposals for Solid Waste Collection, Recycling and Disposal Services*.

____
Date

By:______________________________
Typed Name:________________________
Title:_____________________________
Company:__________________________

REQUEST FOR PROPOSALS
FOR
SOLID WASTE COLLECTION, RECYCLING AND DISPOSAL SERVICES

ADDENDUM NO. 3

This Addendum modifies and takes precedence over the original Request for Proposals and forms a part of the Contract Documents.

(Please note that the following shall be added to and made part of the above subject project specifications. Contractor shall, upon submittal of his/her bid, acknowledge this addendum and include this addendum in the Proposal Documents.)

The Schedule of Quotes contained in the Proposal Form has been modified as follows:

SCHEDULE OF QUOTES
ALL CONTRACTORS MUST QUOTE ALL ITEMS

A.	Once a week Residential curbside Solid Waste collection (large size apx 90 gallons) (automated)	$____________
B.	Once a week Residential curbside Solid Waste collection (small size apx 60 gallons) (automated)	$____________
C.	Once a week yard waste Collection & Processing	$____________
D.	Extra Polycart for Residential curbside Solid Waste collection (large size apx 90 gallons) (automated)	$____________
E.	Community Solid/Bulk Waste drop off Transfer Station (manned)	$____________
F.	Once a month curbside Bulk Waste Collection	$____________
G.	Quarterly curbside Bulk Waste Collection	$____________
H.	Once a month City Wide Clean Up-(4) Roll-Offs at specific sites	$ No Charge
I.	Sludge Roll-Offs-Approximately 150 per year at 2 locations	$____________
J.	Once a week curbside Recyclable Collection & Processing	$____________
K.	Solid Waste Removal for City of Shawnee government: (Refer to Section 4.8)	$ No Charge
L.	Spring and Fall Clean-up - Multiple Collection Points- one in Spring and one in Fall of each year (includes lake area)	$ No Charge
M.	Hazardous Waste Collection – Collection of hazardous waste at one location during Spring Clean Up	$____________
N.	Landfill use charge to residents on a user fee basis (3 cubic yards per month)	$ No Charge

Please be advised that any additional questions should be sent via email and no later than 5:00 p.m. on Thursday, February 27, 2020 in order that the City/Authority has the opportunity to answer prior to the proposal due date.

Name: Lisa Lasyone
City Clerk
Email: llasyone@shawneeok.org

Acknowledgment of receipt of Addendum No. 3 by signing below and returning to the above address either by regular mail or email is required prior to or at the time the proposal is submitted.

I acknowledge receipt of Addendum No. 3 to the *Request for Proposals for Solid Waste Collection, Recycling and Disposal Services*.

____
Date

By:__________________________________
Typed Name:__________________________
Title:________________________________
Company:____________________________

REQUEST FOR PROPOSALS FOR
SOLID WASTE COLLECTION, RECYCLING AND DISPOSAL SERVICES

Request for Proposals Provided To:

Republic Services
ATTN: Ms. Crystal Bennett
7540 Southwest 59th Street
Oklahoma City Oklahoma 73179
Email: CBennett2@republicservices.com
Date: February 7, 2020 (via email)
Addendum No. 1 Emailed: February 12, 2020
Addendum No. 1 Acknowledged: February 12, 2020
Addendum No. 2 Emailed: February 21, 2020
Addendum No. 2 Acknowledged:
Addendum No. 3 Emailed: February 26, 2020
Addendum No. 3 Acknowledged:

Central Disposal
ATTN: Mr. Todd Adcock
4650 North Harrison
Shawnee Oklahoma 74804
Email: todd@centraldisposalok.com
Date: February 7, 2020 (via email)
Addendum No. 1 Emailed: February 12, 2020
Addendum No. 1 Acknowledged: February 12, 2020
Addendum No. 2 Emailed: February 21, 2020
Addendum No. 2 Acknowledged: February 25, 2020
Addendum No. 3 Emailed: February 26, 2020
Addendum No. 3 Acknowledged: February 27, 2020

WCA Waste Corporation
ATTN: Mickey Stumbaugh
4005 Highway 161
North Little Rock Arkansas 72117
Email: stubby@wcamerica.com
Date: February 7, 2020 (via email)
Addendum No. 1 Emailed: February 12, 2020
Addendum No. 1 Acknowledged: February 12, 2020
Addendum No. 2 Emailed: February 21, 2020
Addendum No. 2 Acknowledged:
Addendum No. 3 Emailed: February 26, 2020

Addendum No. 3 Acknowledged:
February 27, 2020 – Received "no bid" letter from WCA dated February 24, 2020

Otto Environmental Systems North American, Inc.
ATTN: Sandra Abdow, Municipal Manager
12700 General Drive
Charlotte North Carolina 28273
Email: Sandra.Abdow@otto-usa.com
Date: February 12, 2020 (via email)
Addendum No. 1 Emailed: February 12, 2020
Addendum No. 1 Acknowledged: Ms. Abdow advised that Otto will not bid on the project as they manufacture refuse/recycle carts, roll-carts, recycle bins and provide cart maintenance service.
February 12, 2020 – Received no bid letter

Schaefer Systems International, Inc.
Waste Technology Division, North America
ATTN: Travis McAlister, Municipal Bid Manager
10021 Westlake Drive
Charlotte North Carolina 28273
Email: Travis.McAlister@ssi-schaefer.com
Date: February 14, 2020 (via email)
Addendum No. 1 Emailed: February 14, 2020
Addendum No. 1 Acknowledged:
Addendum No. 2 Emailed: February 21, 2020
Addendum No. 2 Acknowledged:
Addendum No. 3 Emailed: February 26, 2020
Addendum No. 3 Acknowledged:

Eastside Waste Systems, Inc.
ATTN: Rick Bourque
Post Office Box 68
McLoud Oklahoma 74851
Email: rickbourque64@yahoo.com and eastsidewaste@yahoo.com
Date; February 19, 2020 (hand-delivered at pre-proposal meeting)
Addendum No. 1 Mailed Via Regular Mail: February 12, 2020
Addendum No. 1 Acknowledged: February 19, 2020
Addendum No. 2 Emailed: February 21, 2020
Addendum No. 2 Acknowledged: February 22, 2020
Addendum No. 3 Emailed: February 26, 2020
Addendum No. 3 Acknowledged:

Regular Board of Commissioners **5.**

Meeting Date: 04/20/2020

Sales Tax and Budget Report

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Acknowledge monthly Sales Tax and Budget Report.

Attachments

Sales Tax Report

Budget Report

Date: April 20, 2020

To: Honorable Mayor and City Commissioners

From: Ashley Neel, CPA, Finance Director and City Treasurer

Subject: April Sales and Use Tax Deposit

Sales and Use Tax Collections: The Oklahoma Tax Commission (the "OTC") collects and enforces collection of sales and use taxes, including special earmarked taxes such as alcohol and tobacco, for the entites responsible for remitting taxes to the City of Shawnee. Entities with monthly tax liabilities exceeding $2,500 are required to remit tax estimates each month by the 20th; in addition, entities are required to report their final tax collections for the previous month along with a final payment of taxes for the previous month on the 20th. To summarize, tax collections remitted to the City of Shawnee by the OTC in April consist of March estimates and February final reported collections. Any taxes collected for months prior to December will include accrued late penalties and interest.

Sales Tax Collection Allocated by Fund:

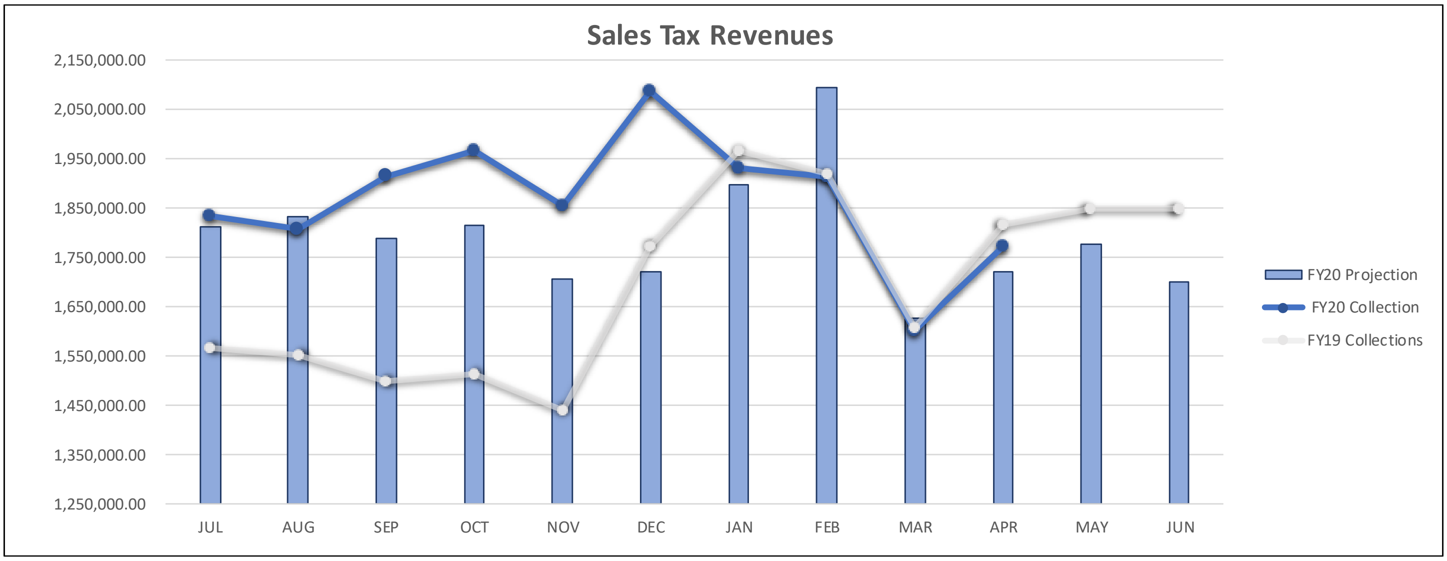
The April sales tax deposit was $1,773,379.70, including interest of $1,766.86, to be allocated as follows:

Fund	Allocation
General Fund	$ 1,013,359.82
2018 Capital Improvements Fund	253,339.96
Capital Improvements Fund	196,338.48
Street Improvements Fund	221,672.46
Economic Development Fund	25,334.00
Police Sales Tax Fund	31,667.49
Fire Sales Tax Fund	31,667.49
Total Sales Taxes Collected	$ 1,773,379.70

Finance Department Report:

Sales and use tax collections totaled $1,945,958.47 for April 2020. It should be noted the budget for the last three months of FY 2019-2020 has been adjusted in response to COVID-19. For the year, sales tax collections are up $671,142, or 3.72%, over the projected budget year-to-date. Use tax collections are up approximately $432,077, or 27.74%, over the projected budget year-to-date.

<u>Fiscal Year 2020 Sales Tax Collections and Performance:</u>

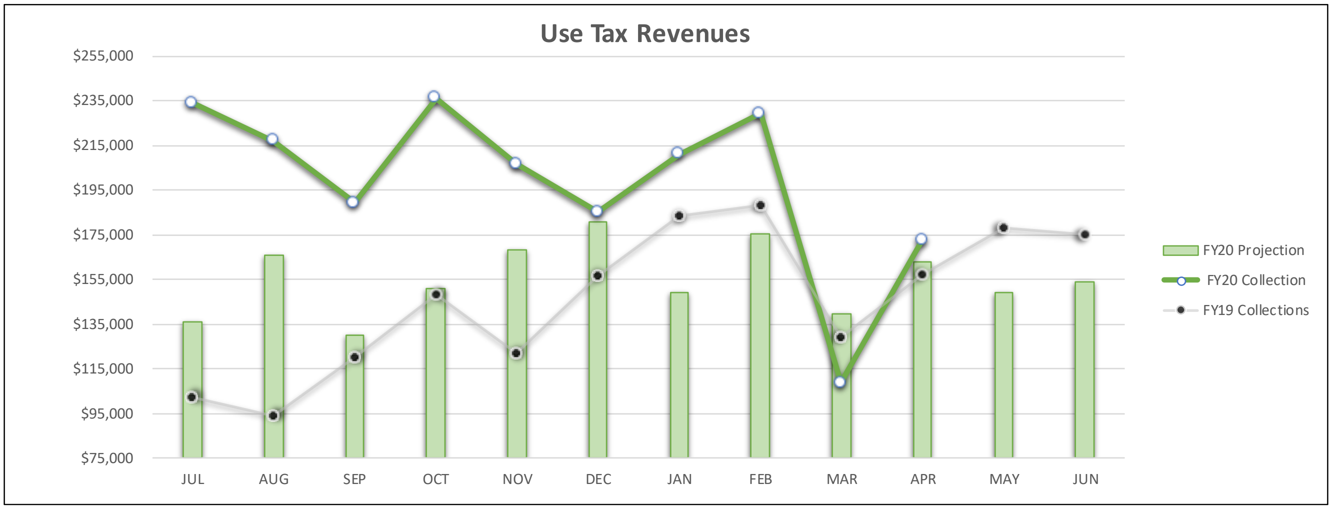


	Projected Budget	Actual	Amount Variance	Percentage Variance
Sales Tax Receipts (March 2020):	$ 1,720,667	$ 1,773,380	$ 52,712	3.06%
Sales Tax Receipts (year-to-date):	$ 18,019,735	$ 18,690,876	$ 671,142	3.72%

	March 2020	March 2019	Amount Variance	Percentage Variance
Sales Tax Receipts (vs Prior Year):	$ 1,773,380	$ 1,818,224	$ (44,844)	-2.47%

	Year To Date FY 2020	Year To Date FY 2019	Amount Variance	Percentage Variance
Sales Tax Receipts (vs Prior Year):	$ 18,690,876	$ 16,658,322	$ 2,032,555	12.20%

Fiscal Year 2020 Use Tax Collections and Performance:



	Projected Budget	Actual	Amount Variance	Percentage Variance
Use Tax Receipts (March 2019):	$ 162,955	$ 172,579	$ 9,624	5.91%
Use Tax Receipts (year-to-date):	$ 1,557,754	$ 1,989,831	$ 432,077	27.74%

	March 2020	March 2019	Amount Variance	Percentage Variance
Use Tax Receipts (vs Prior Year):	$ 172,579	$ 157,195	$ 15,384	9.79%

	Year To Date FY 2020	Year To Date FY 2019	Amount Variance	Percentage Variance
Use Tax Receipts (vs Prior Year):	$ 1,989,831	$ 1,400,447	$ 589,384	42.09%

MARCH BUDGET REPORT

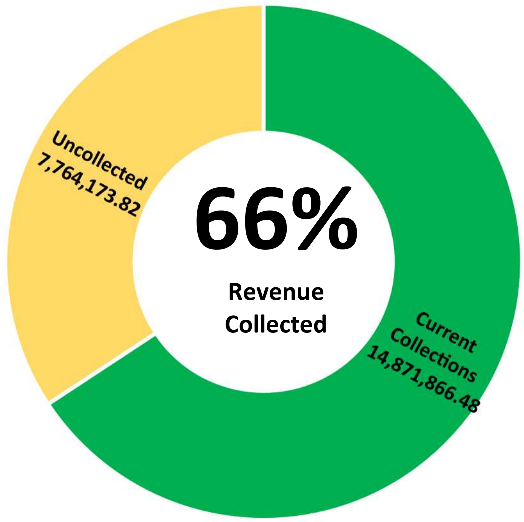
APRIL 16, 2020

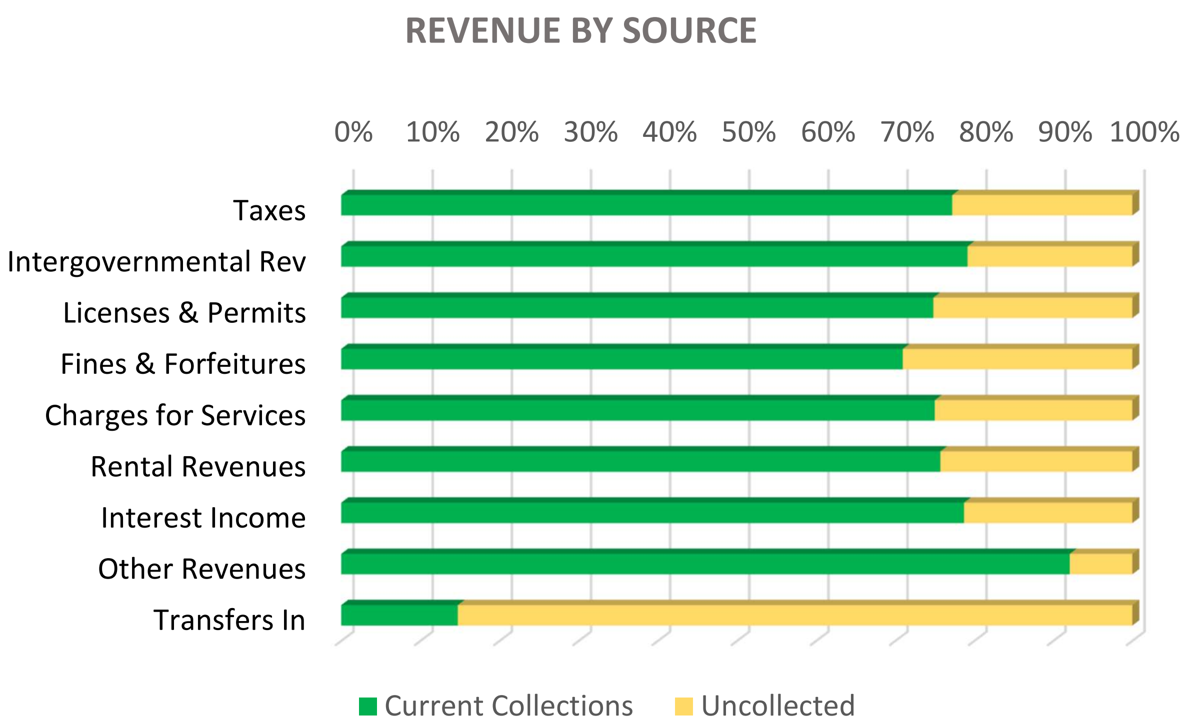
PREPARED BY SHAWNEE FINANCE DEPARTMENT

*Reflects all transactions as of April 15, 2020.

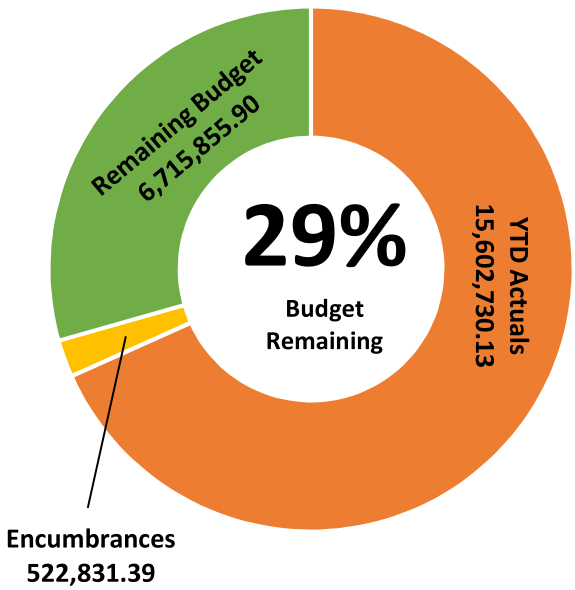
General Fund

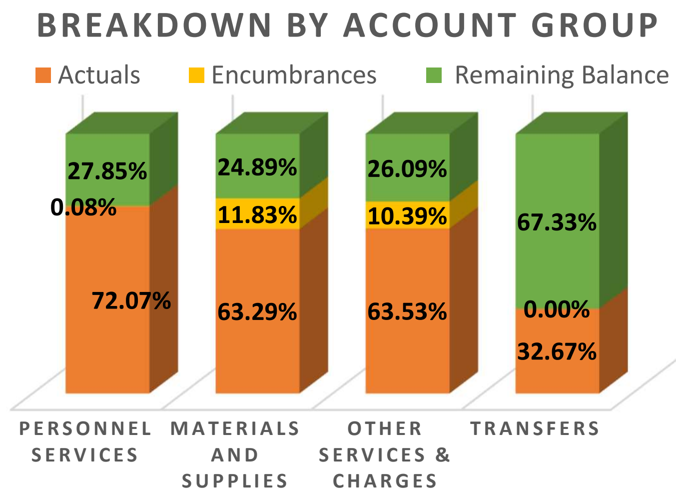
REVENUES:

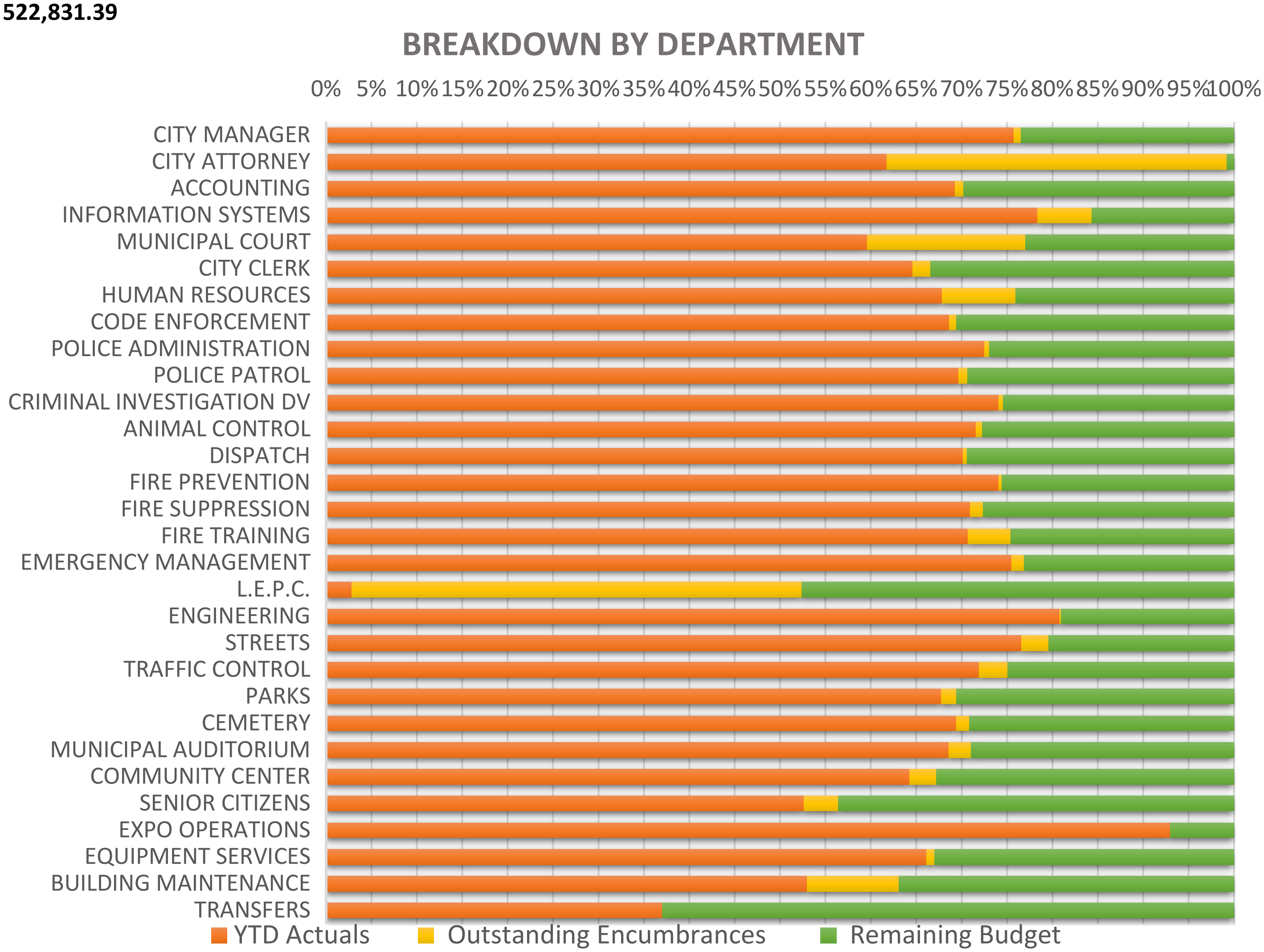




EXPENDITURES:





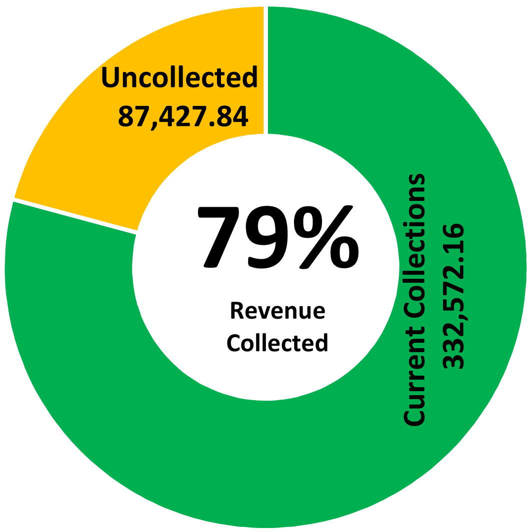


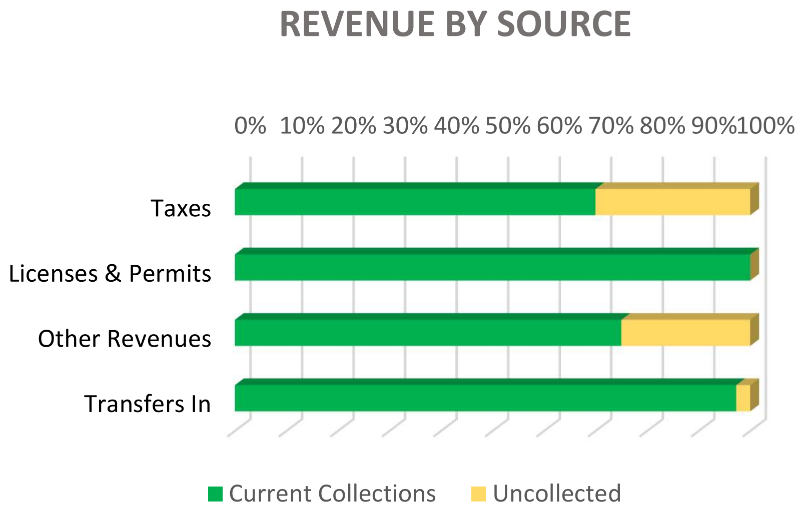
Total Number of Budgeted Positions: 219.5

*Numbers Behind the Graphs can be found at the end of the report.

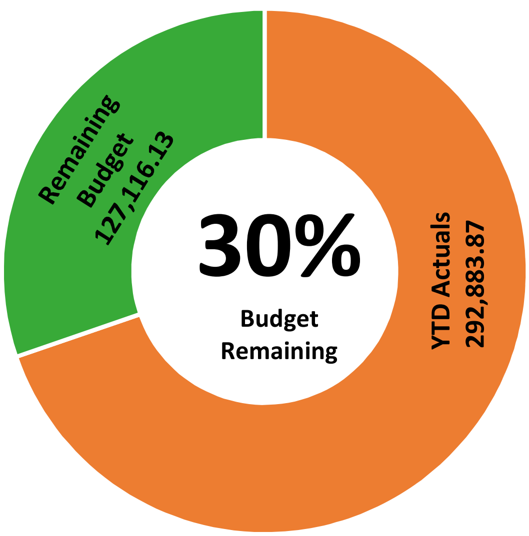
Street & Alley Fund

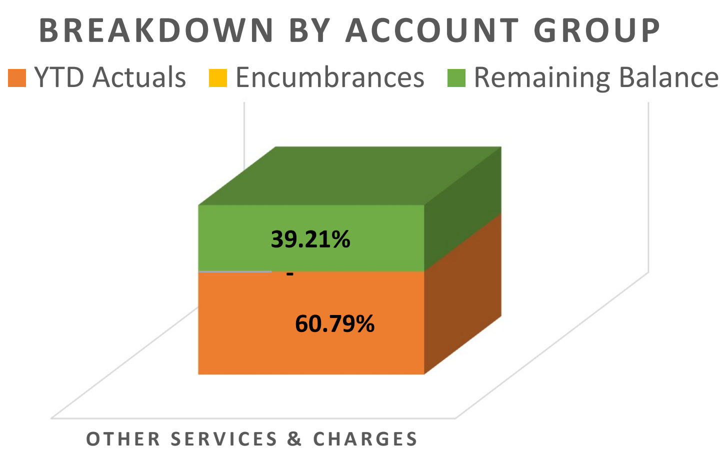
REVENUES:

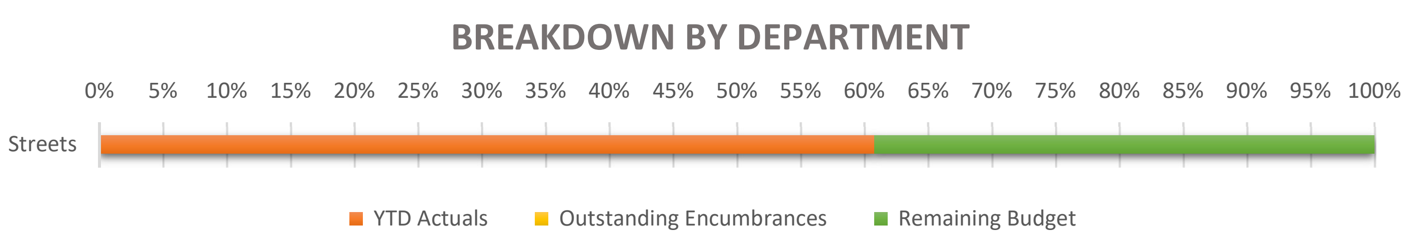




EXPENDITURES:



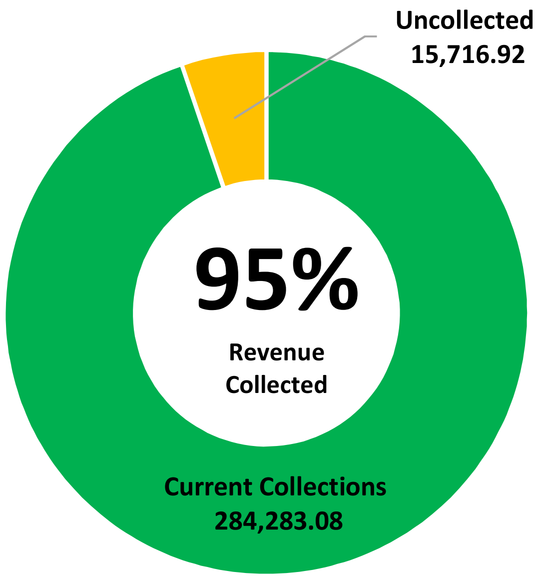


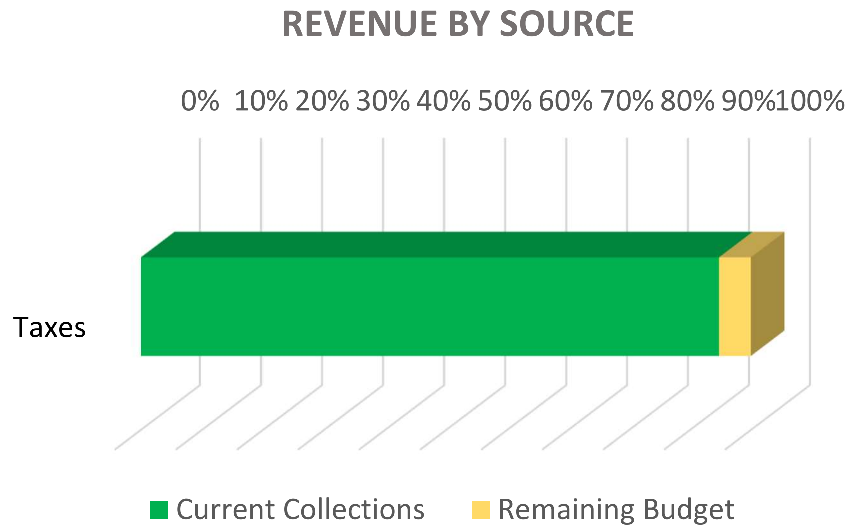


*Numbers Behind the Graphs can be found at the end of the report.

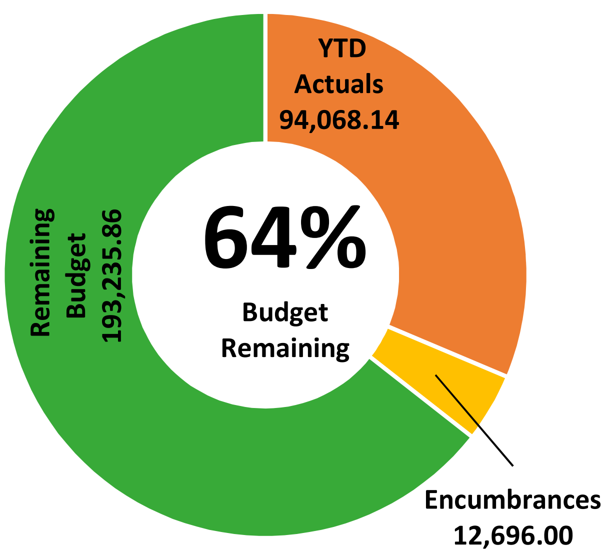
E-911 Fund

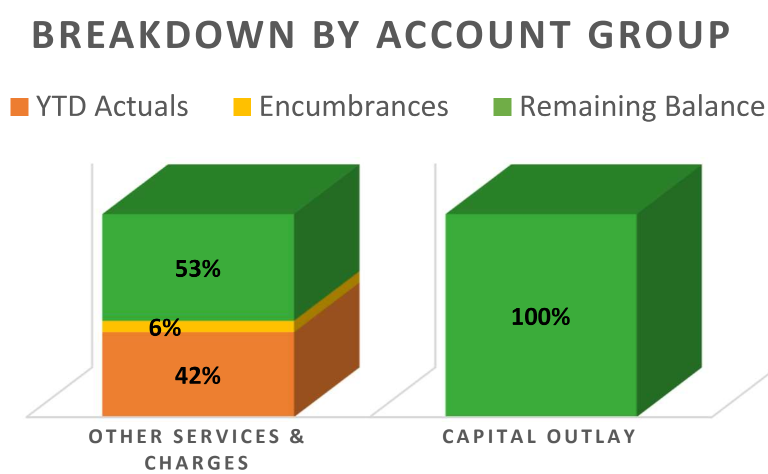
REVENUES:

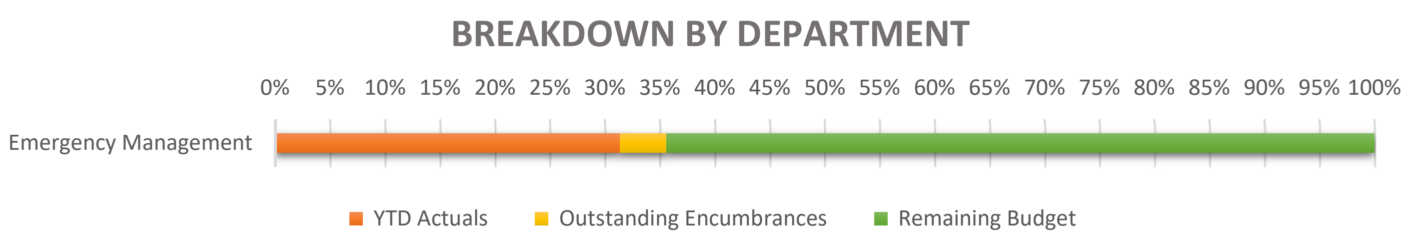




EXPENDITURES:



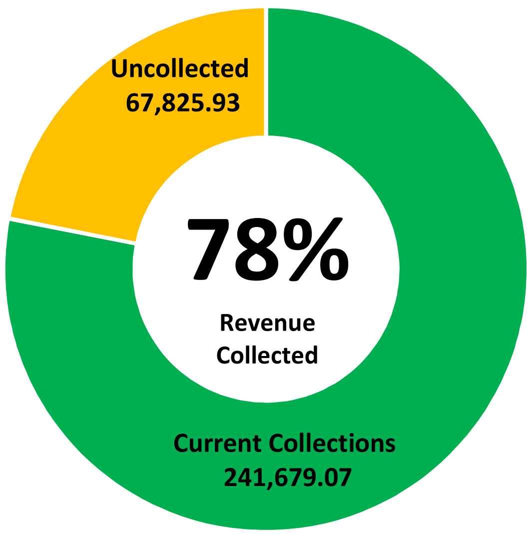


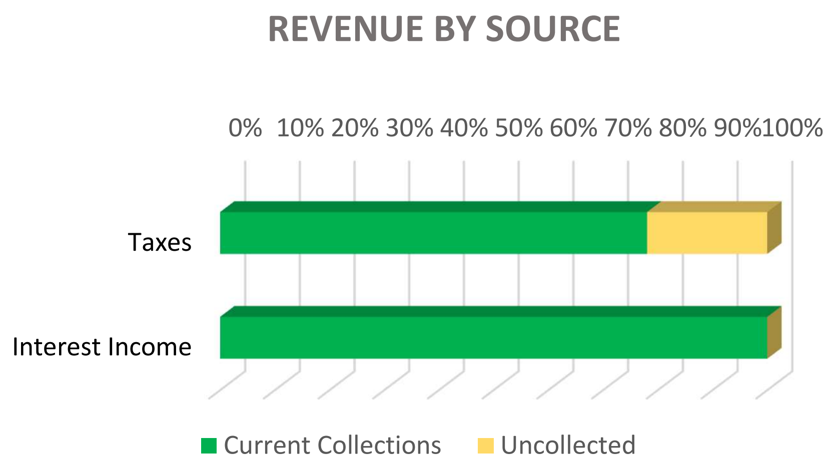


*Numbers Behind the Graphs can be found at the end of the report.

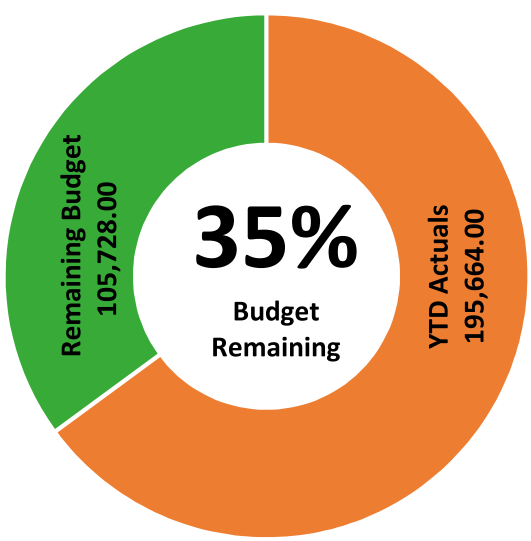
Economic Development Fund

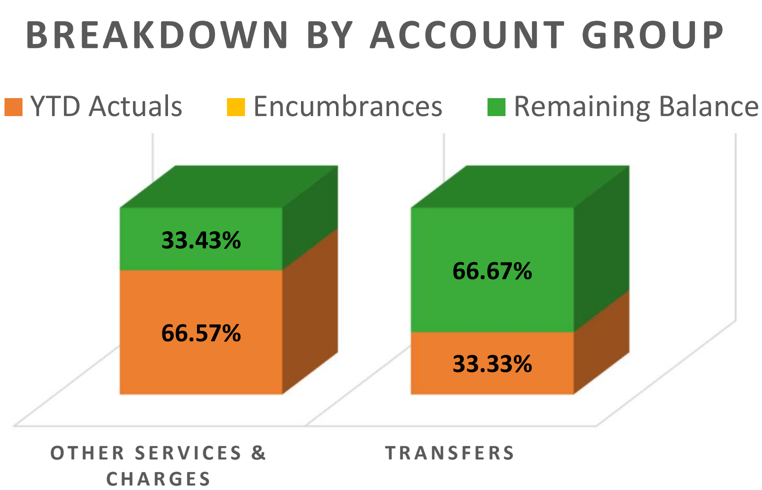
REVENUES:

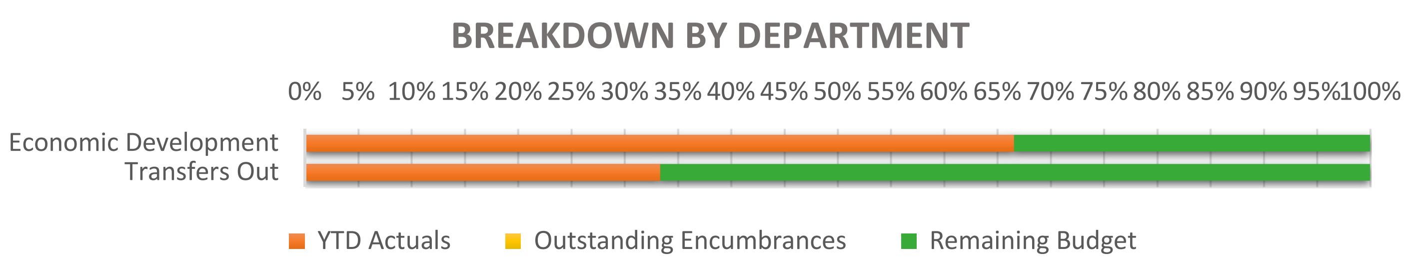




EXPENDITURES:



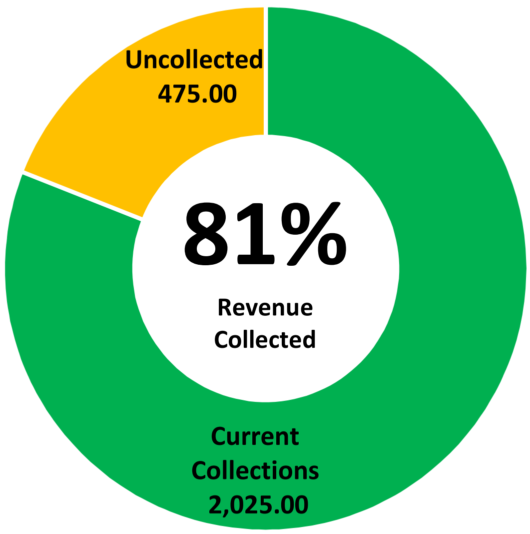


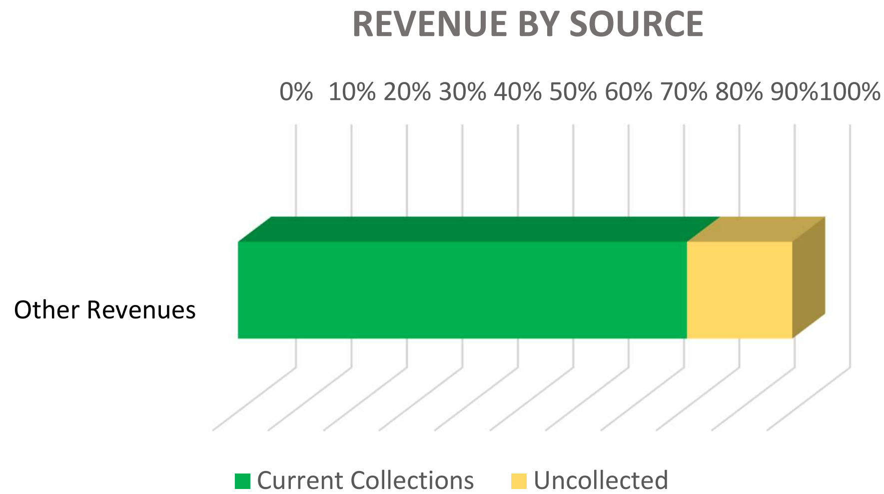


*Numbers Behind the Graphs can be found at the end of the report.

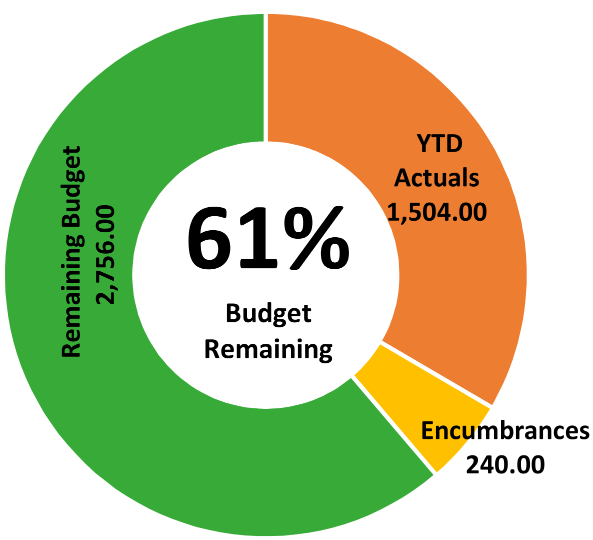
Spay/Neuter Fund

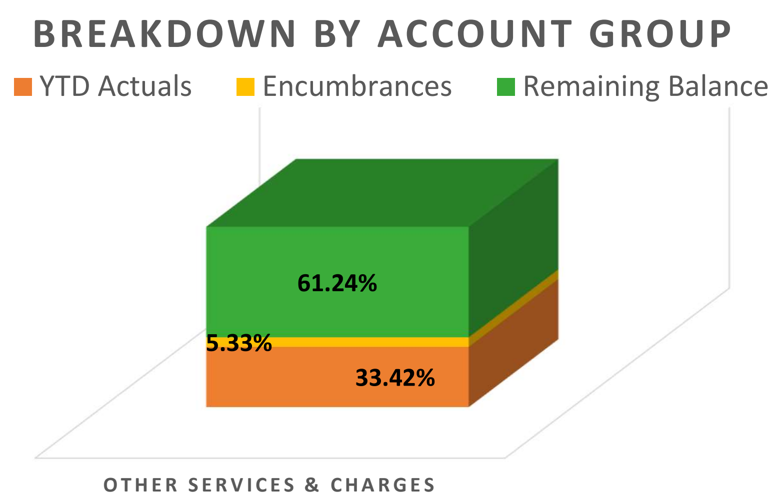
REVENUES:

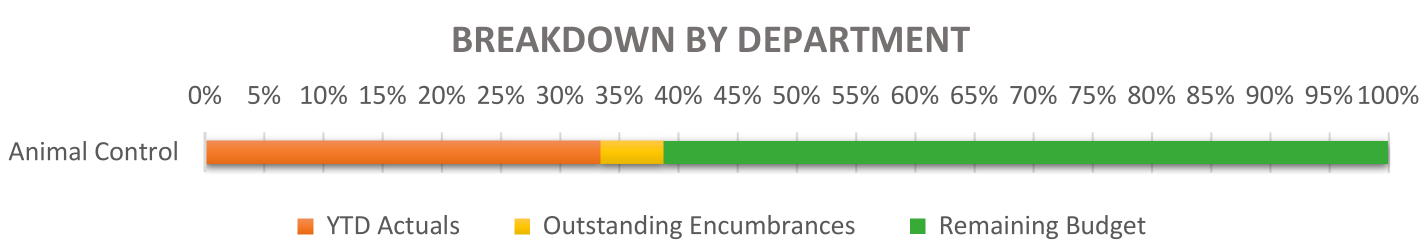




EXPENDITURES:



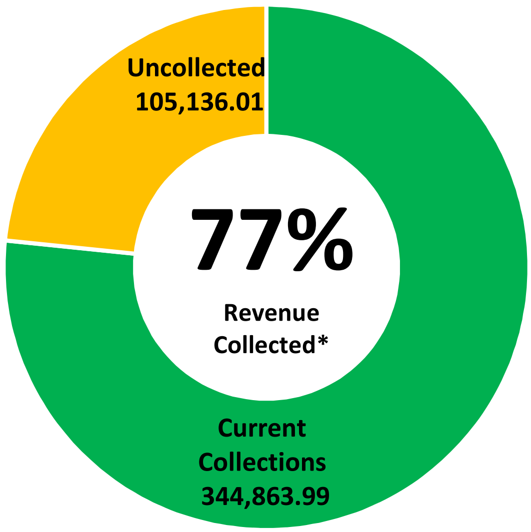


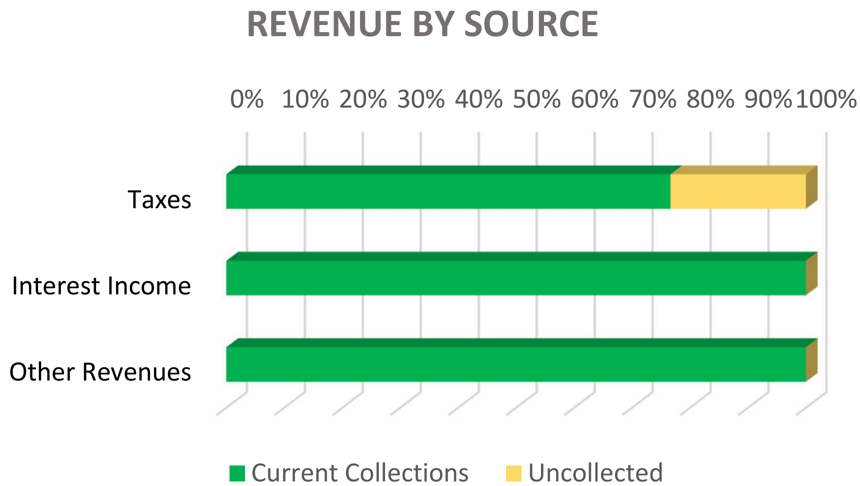


*Numbers Behind the Graphs can be found at the end of the report.

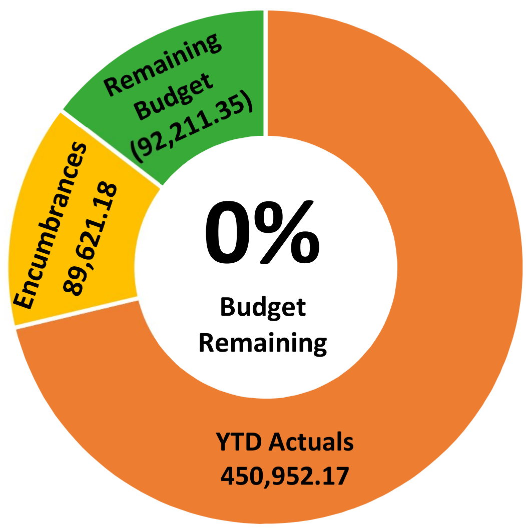
Hotel/Motel Surcharge Fund

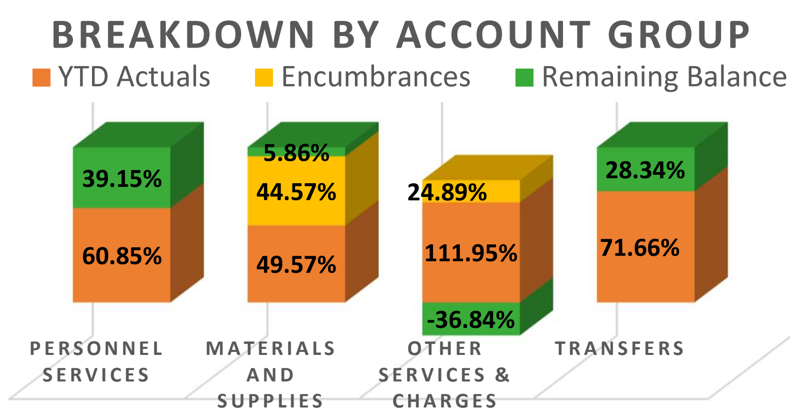
REVENUES:

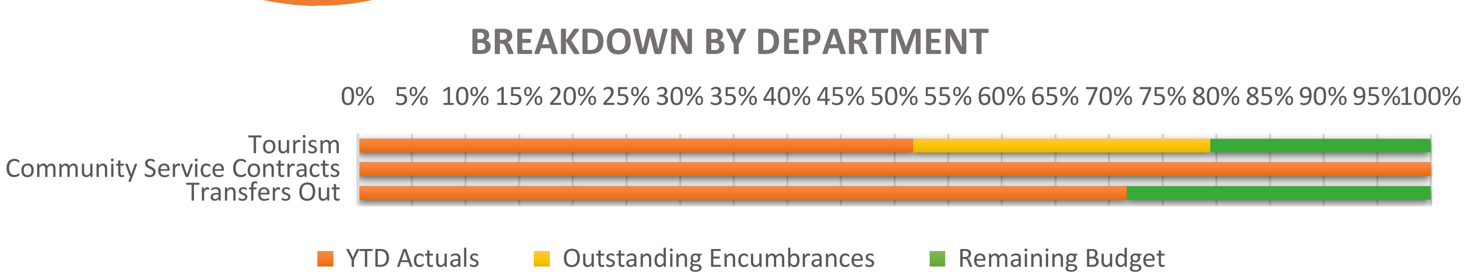




EXPENDITURES:







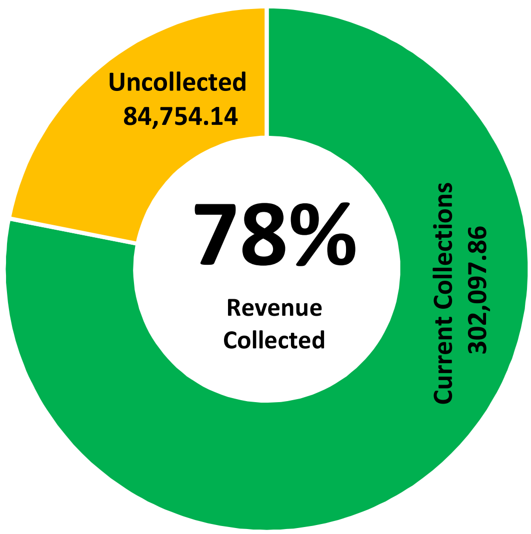
Total Number of Budgeted Positions: 1

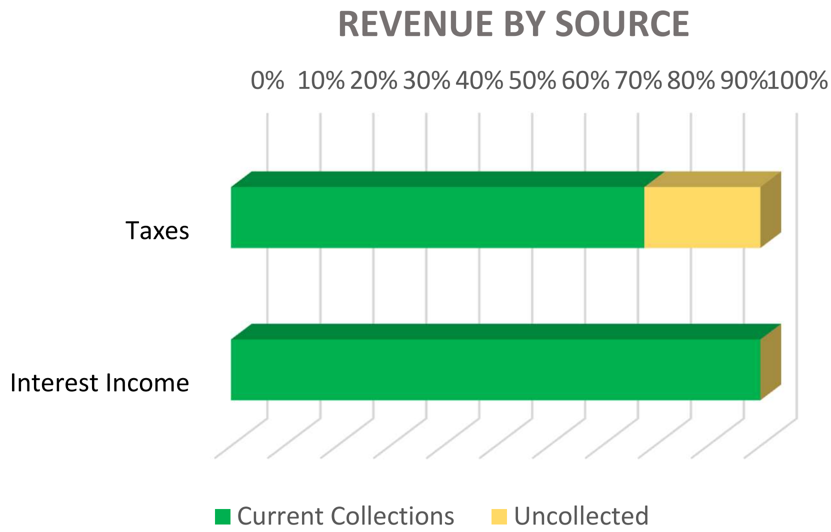
*Revenue Collected pie graph does not include one time funds from VSI because of graph limitations.

**Numbers Behind the Graphs can be found at the end of the report.

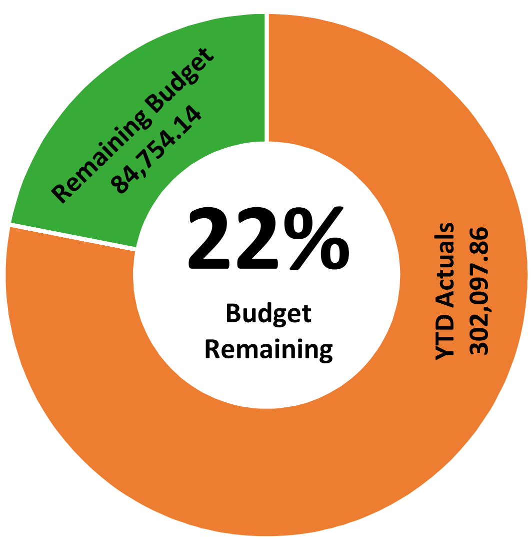
Police Sales Tax Fund

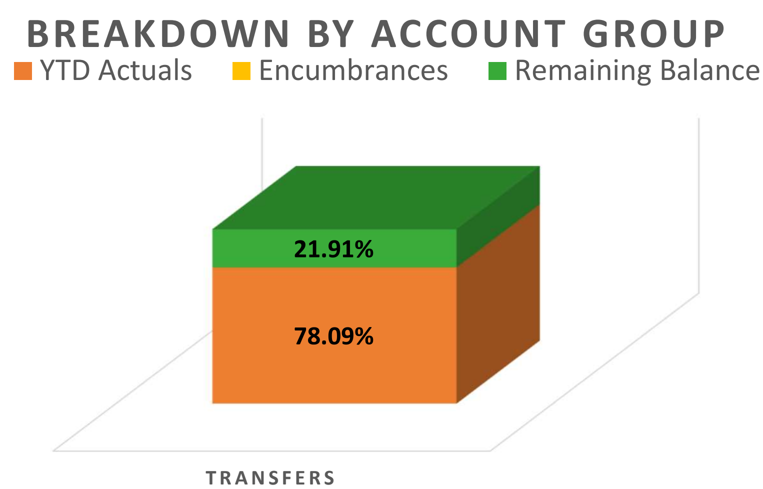
REVENUES:

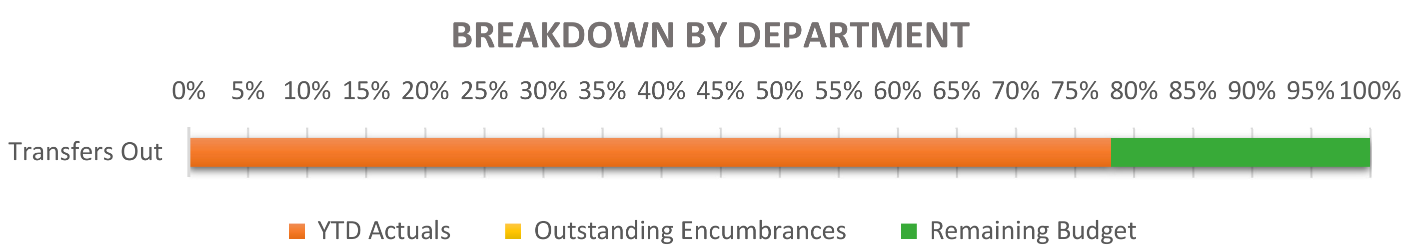




EXPENDITURES:



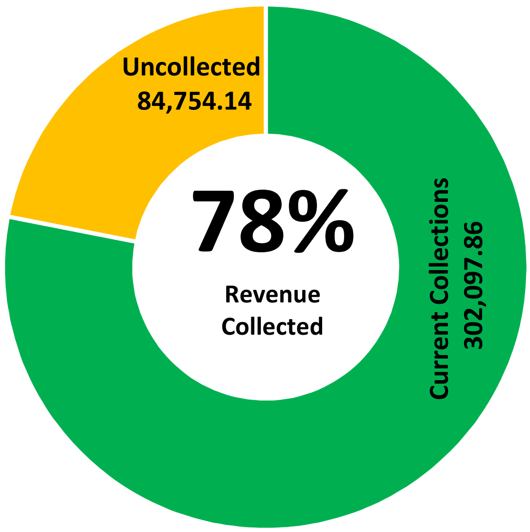


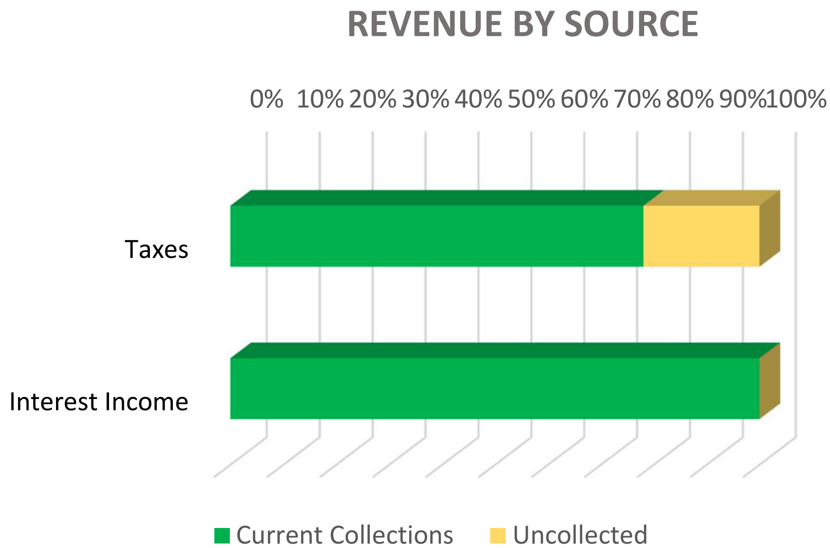


*Numbers Behind the Graphs can be found at the end of the report.

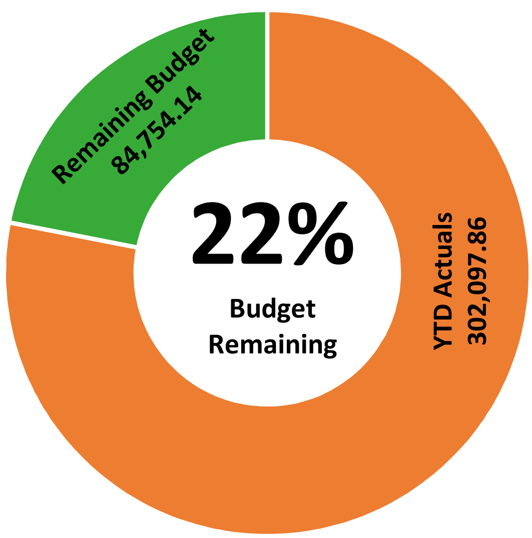
Fire Sales Tax Fund

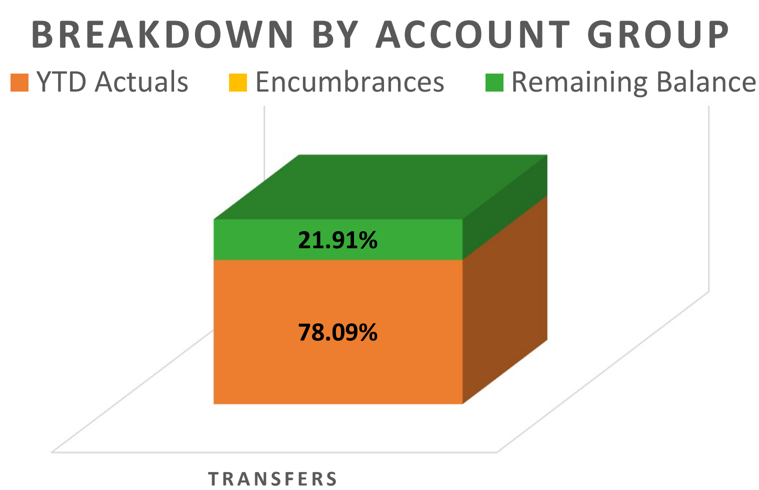
REVENUES:

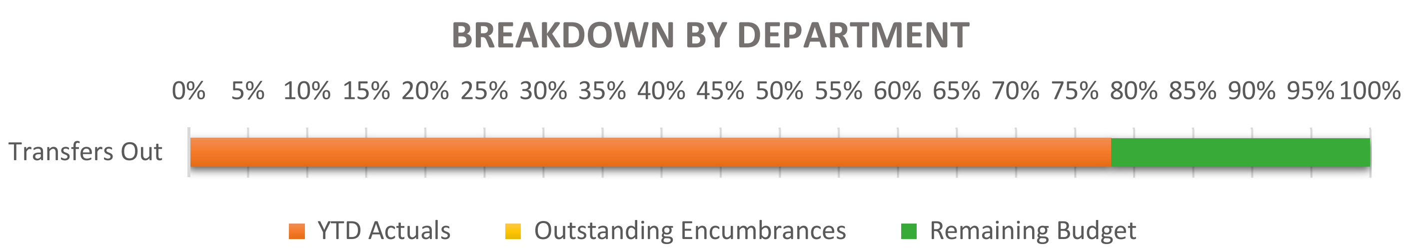




EXPENDITURES:



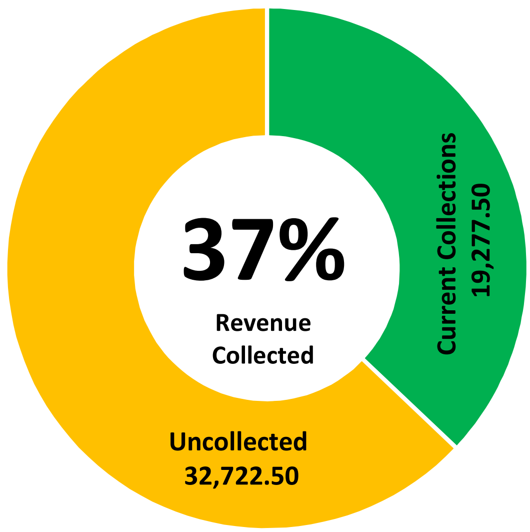


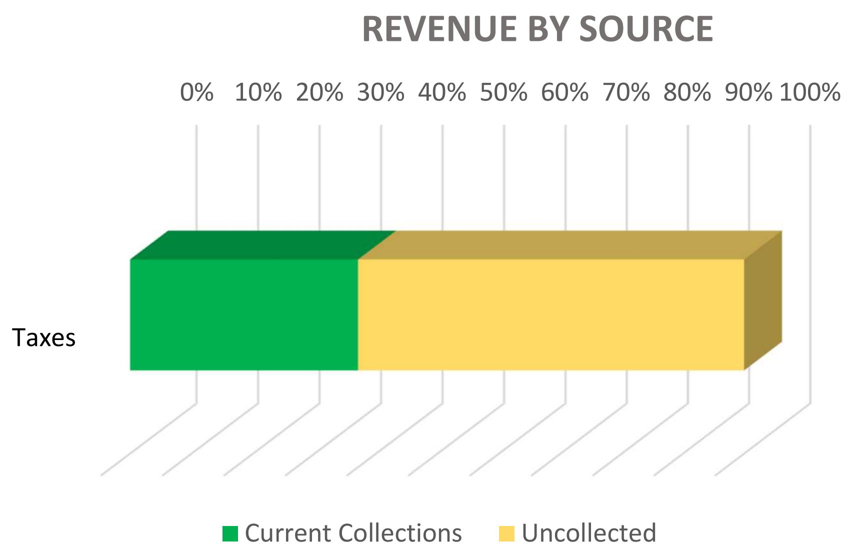


*Numbers Behind the Graphs can be found at the end of the report.

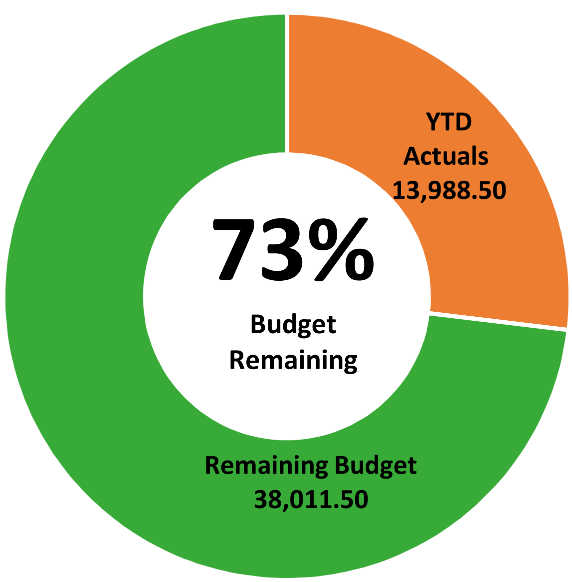
Tax Increment Financing Fund

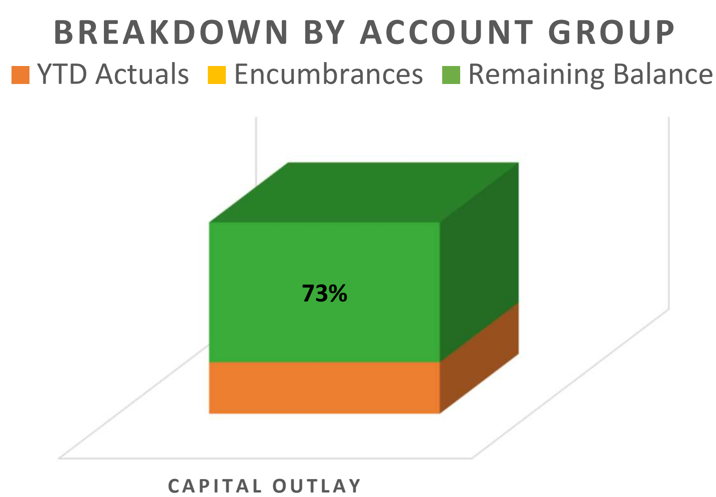
REVENUES:

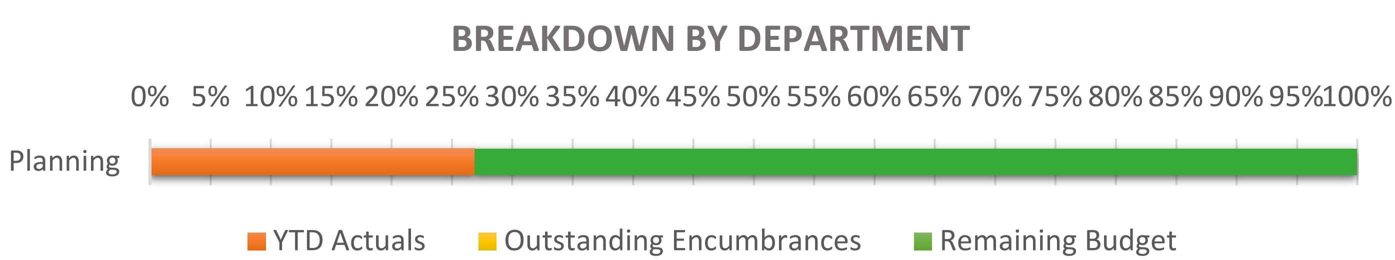




EXPENDITURES:



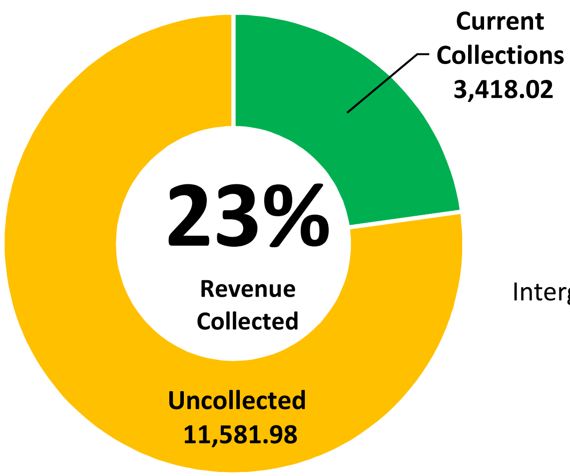


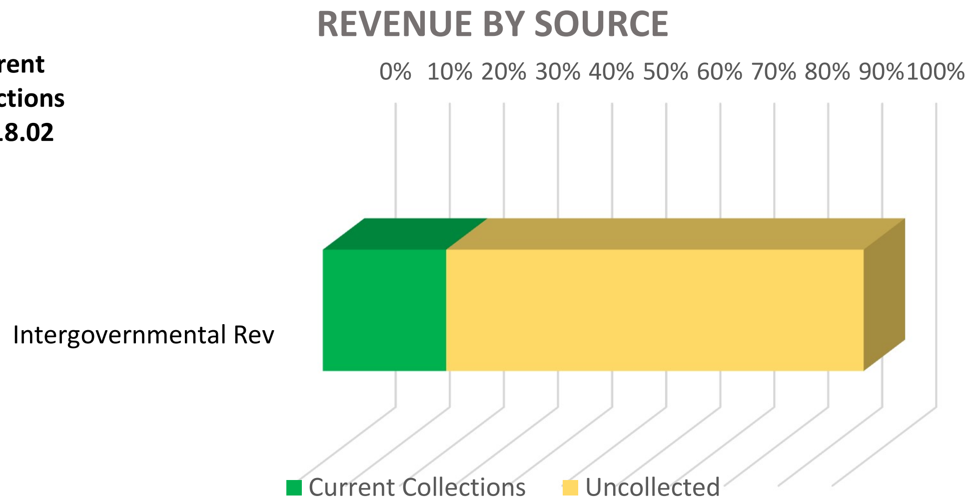


*Numbers Behind the Graphs can be found at the end of the report.

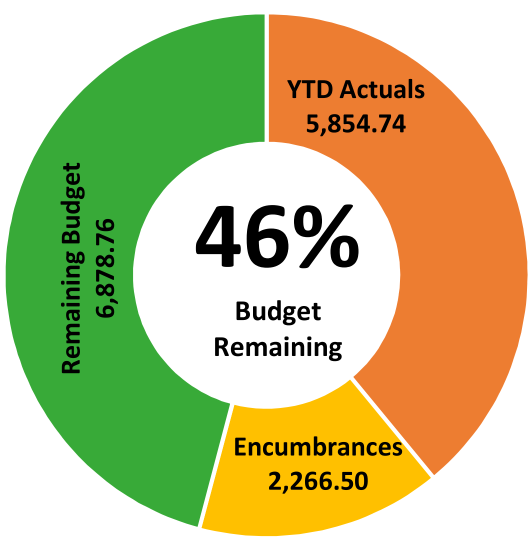
Drug Forfeiture Fund

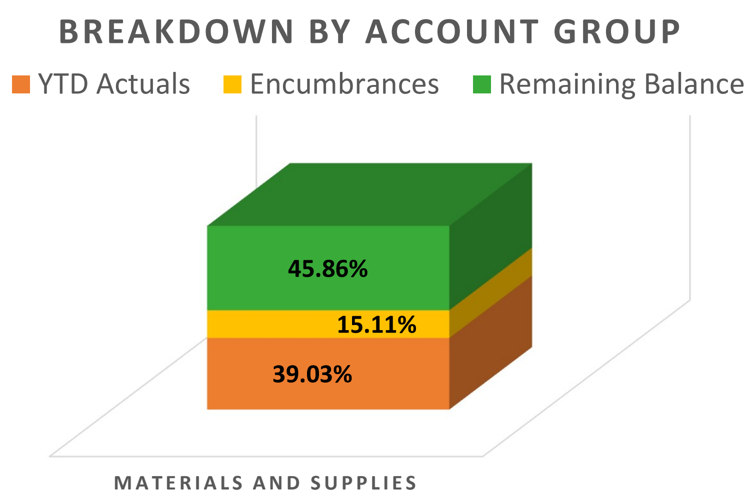
REVENUES:

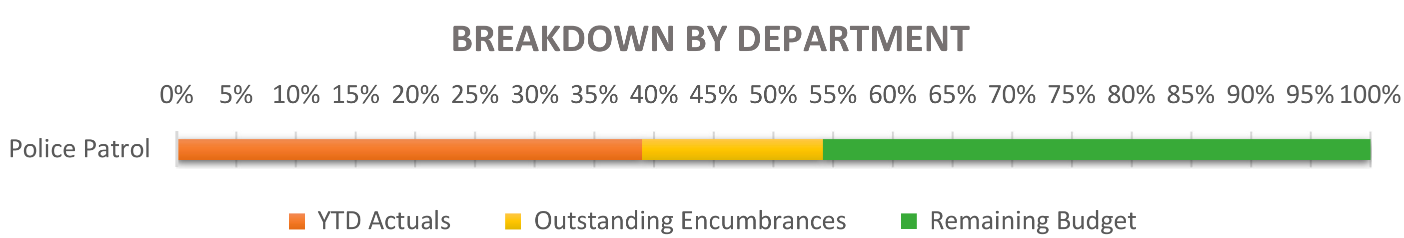




EXPENDITURES:



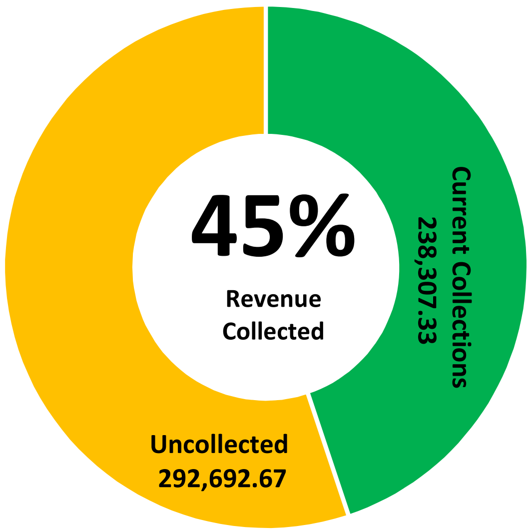


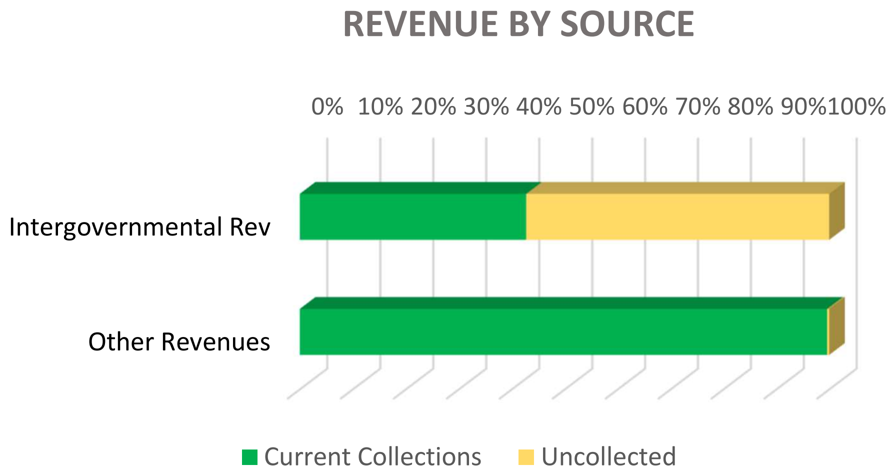


*Numbers Behind the Graphs can be found at the end of the report.

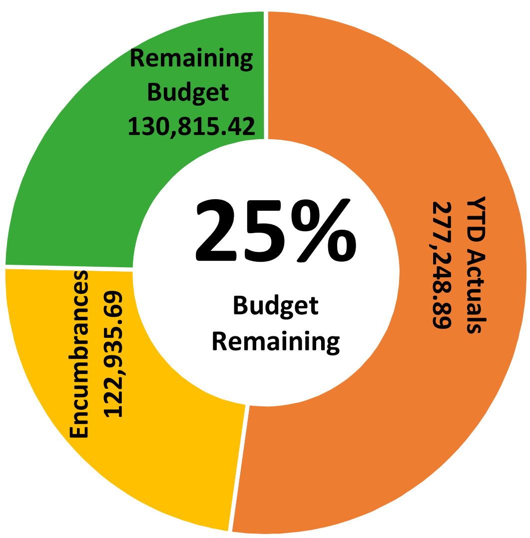
CDBG Grants

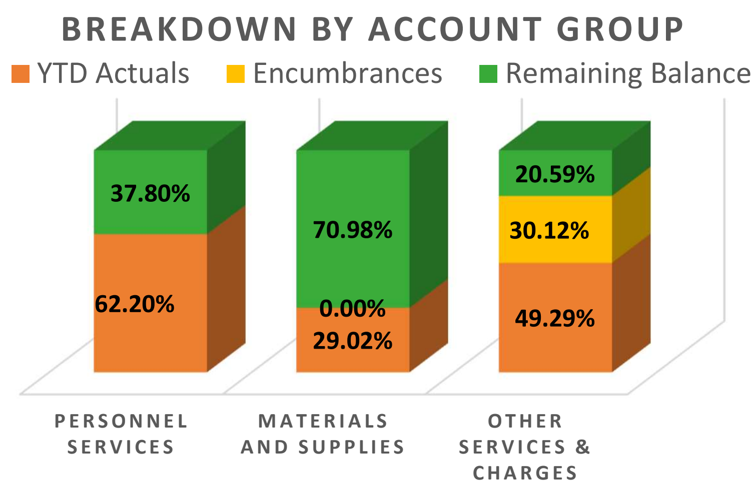
REVENUES:

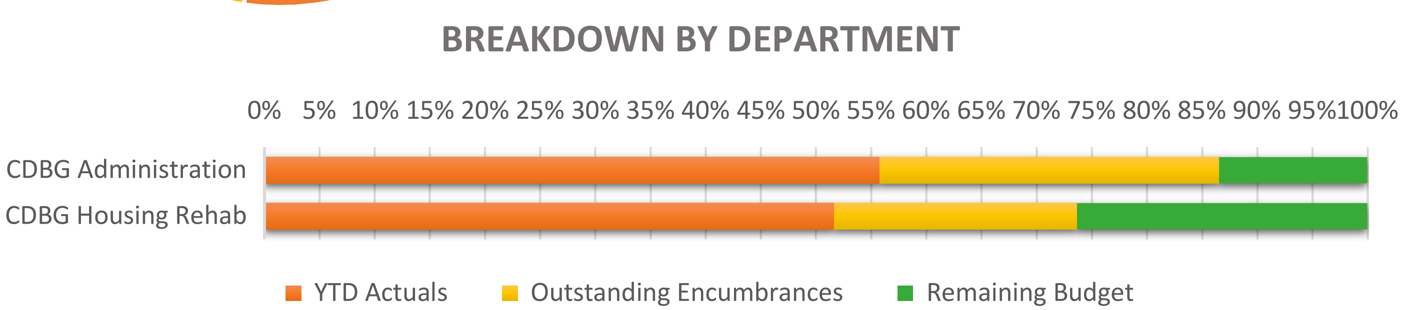




EXPENDITURES:



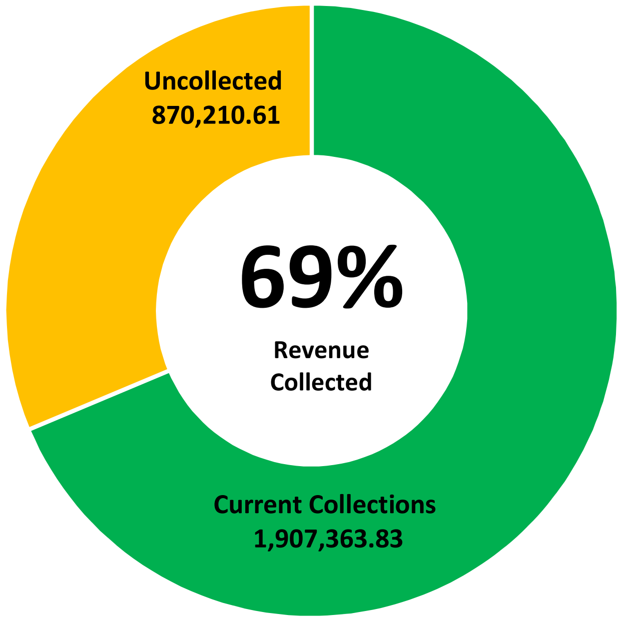


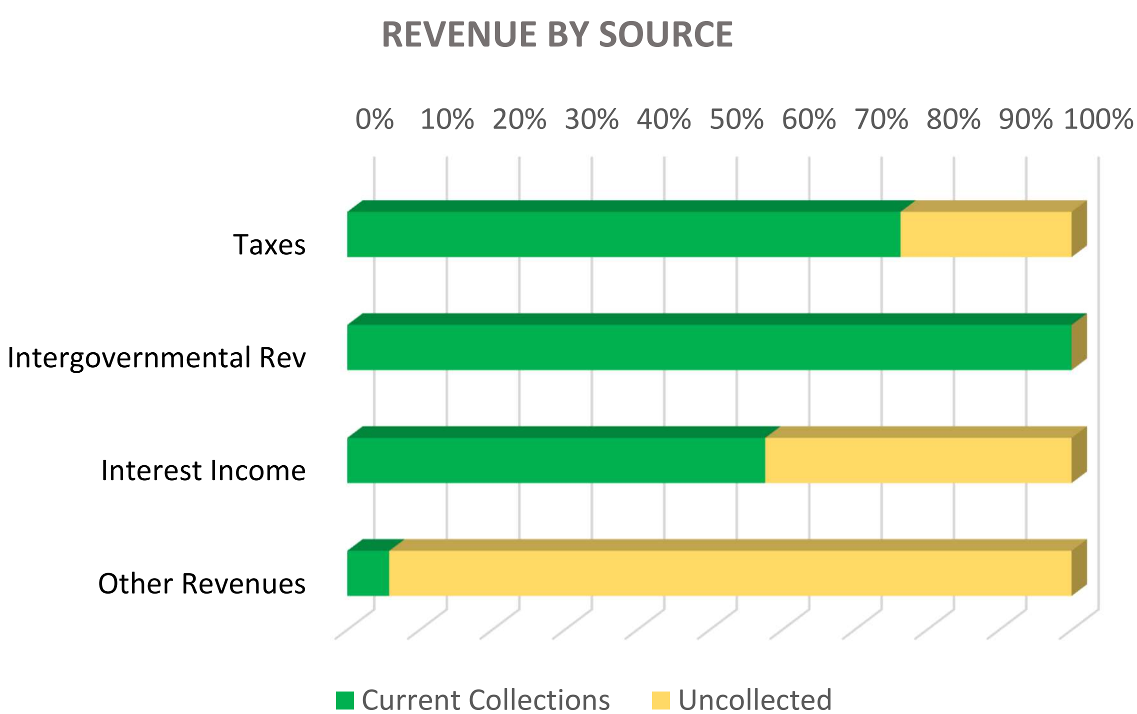


Total Number of Budgeted Positions: 1.5

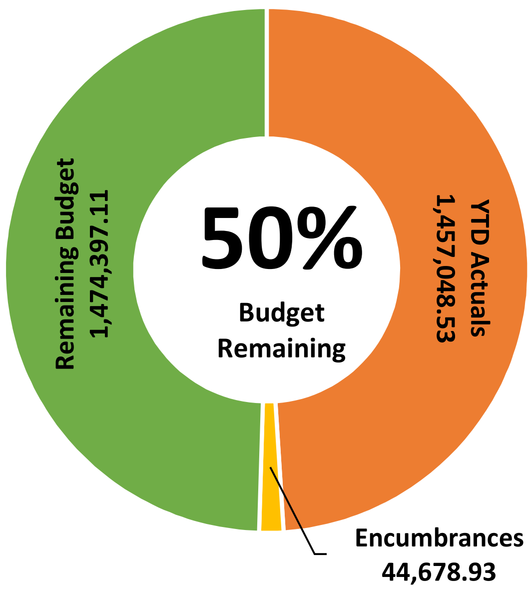
*Numbers Behind the Graphs can be found at the end of the report.

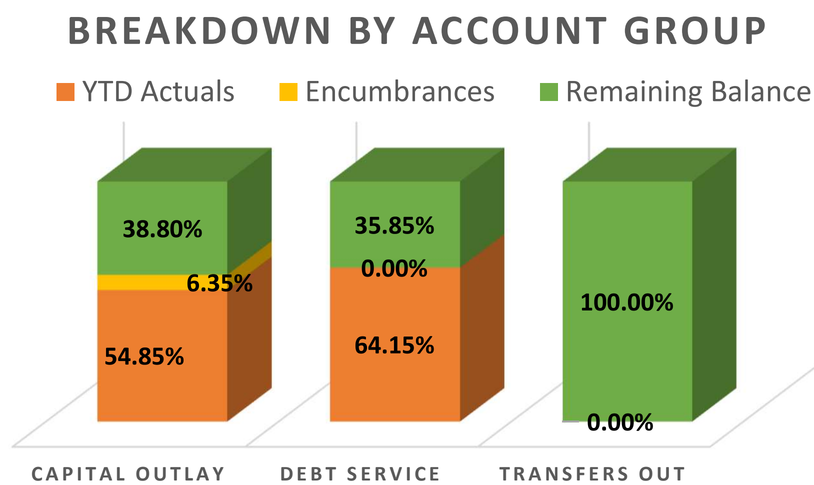
REVENUES:

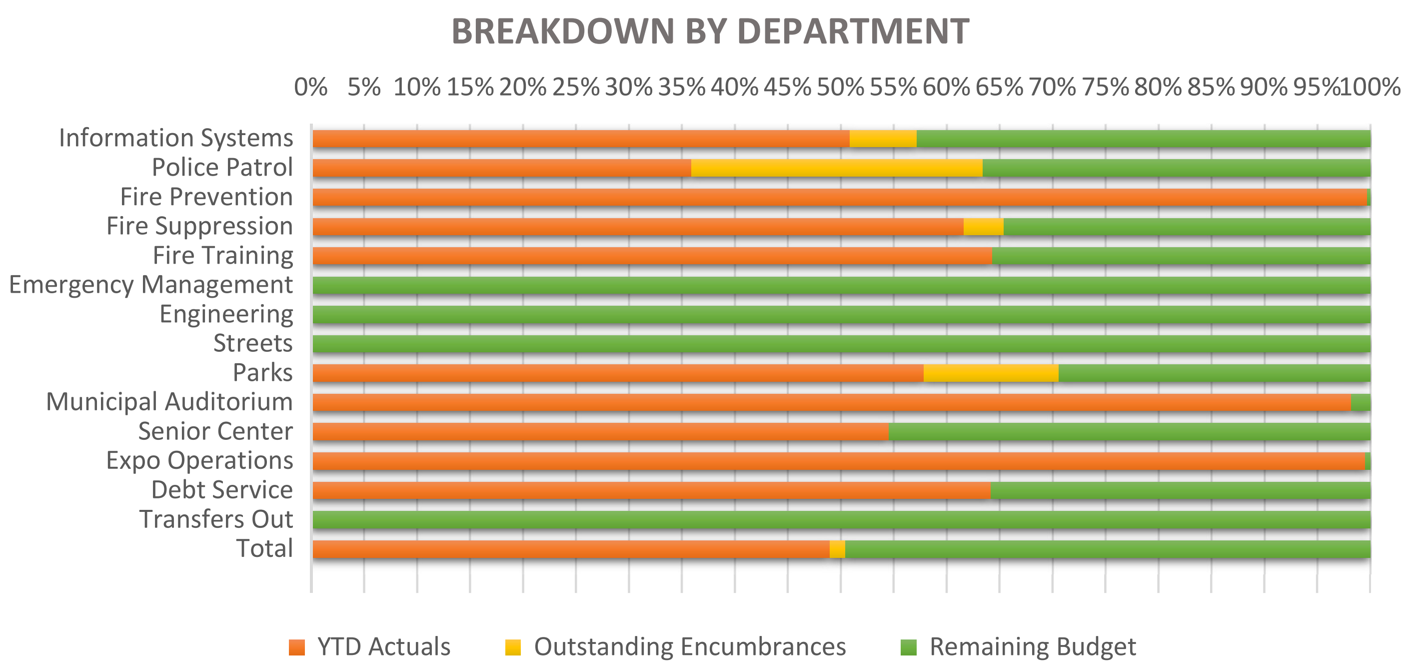

Uncollected
870,210.61
69%
Revenue
Collected
Current Collections
1,907,363.83


REVENUE BY SOURCE
0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%
Taxes
Intergovernmental Rev
Interest Income
Other Revenues
Current Collections
Uncollected

EXPENDITURES:



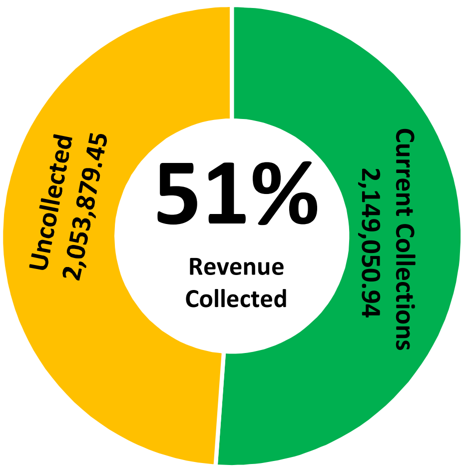


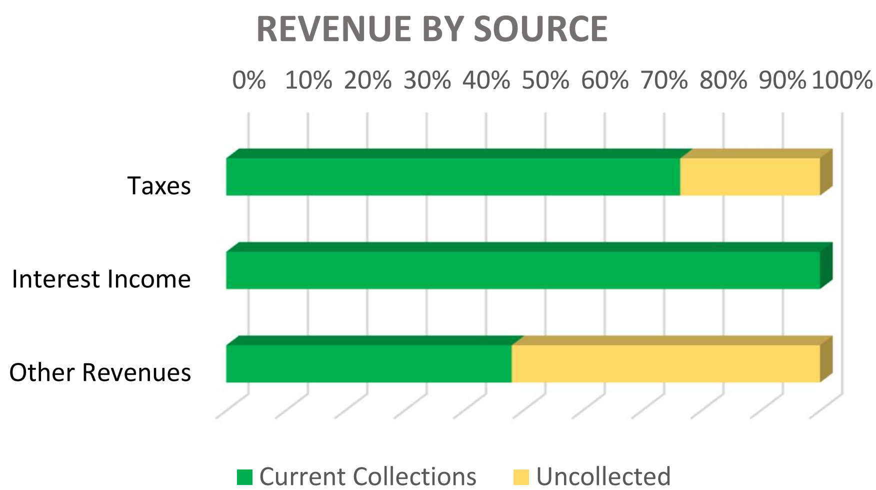


*Numbers Behind the Graphs can be found at the end of the report.

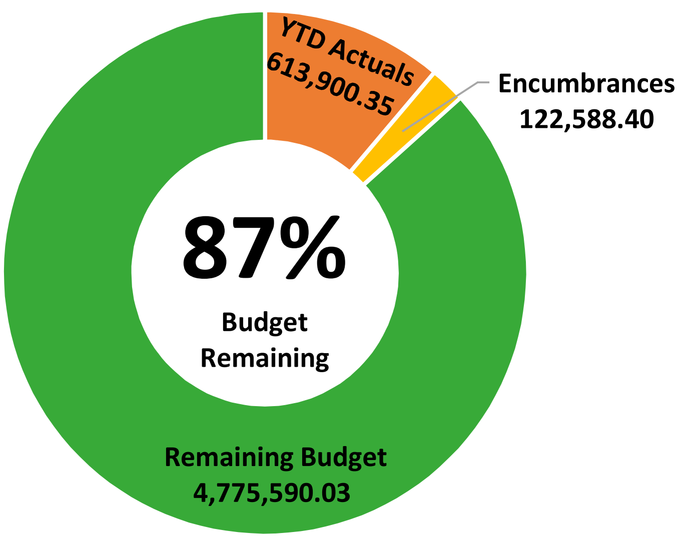
Street Improvement Fund

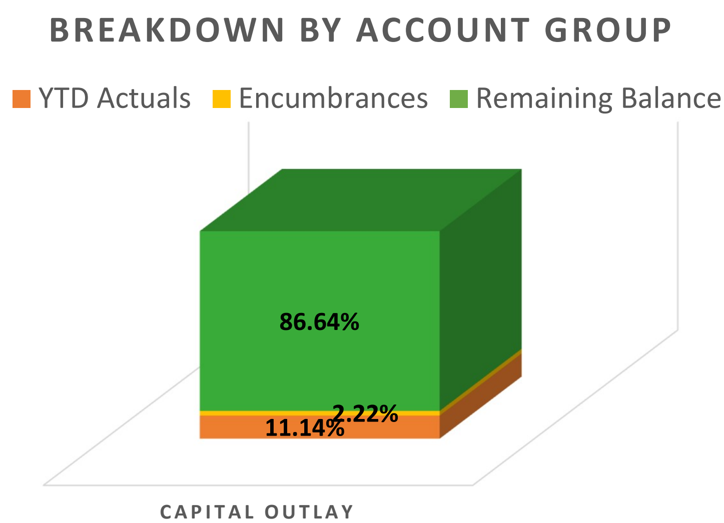
REVENUES:

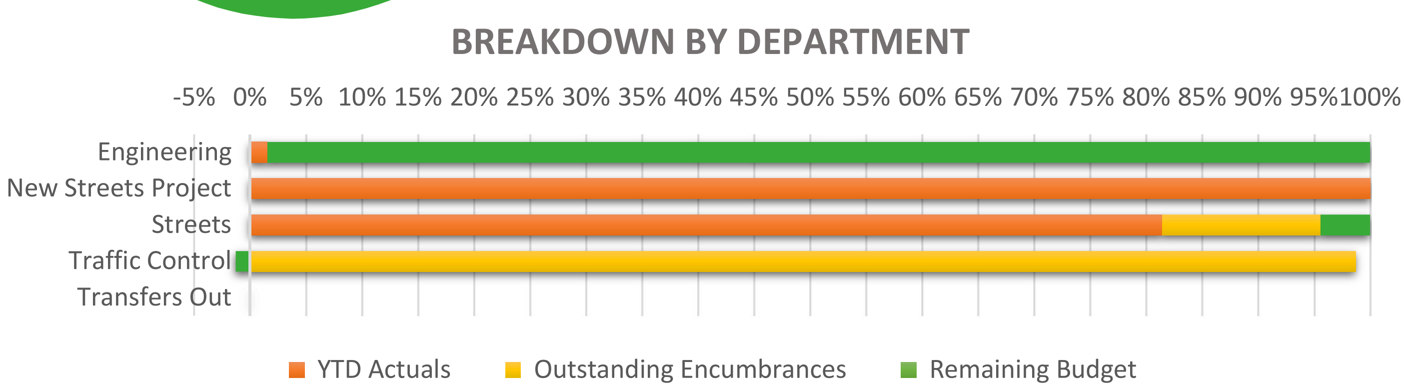




EXPENDITURES:



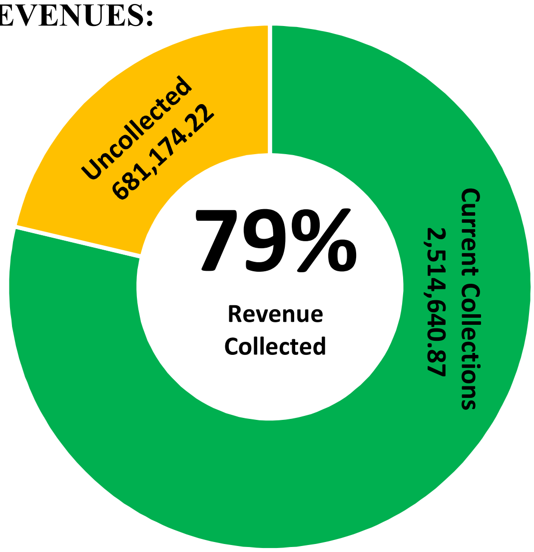


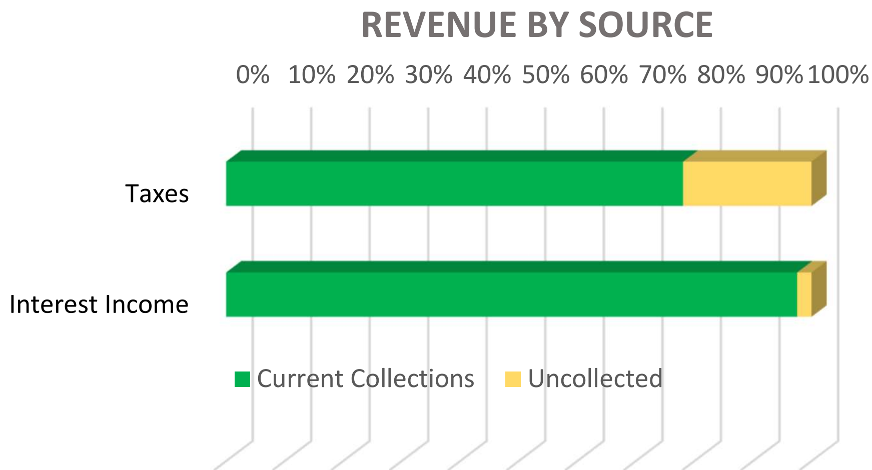


*Numbers Behind the Graphs can be found at the end of the report.

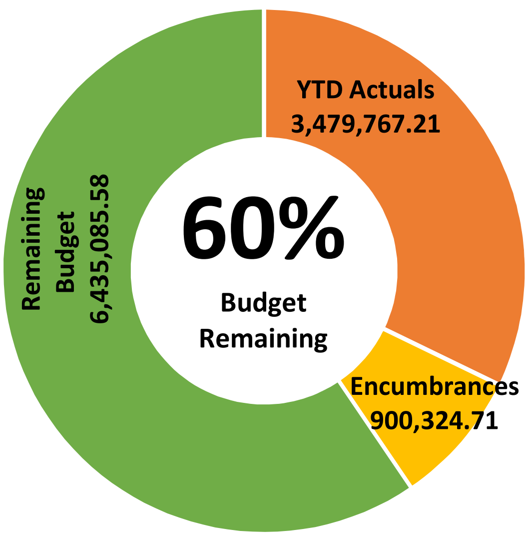
2018 Capital Improvement Fund

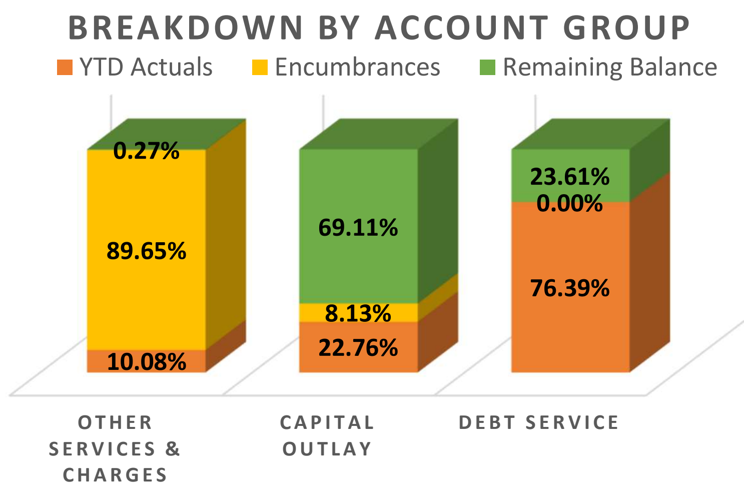
REVENUES:

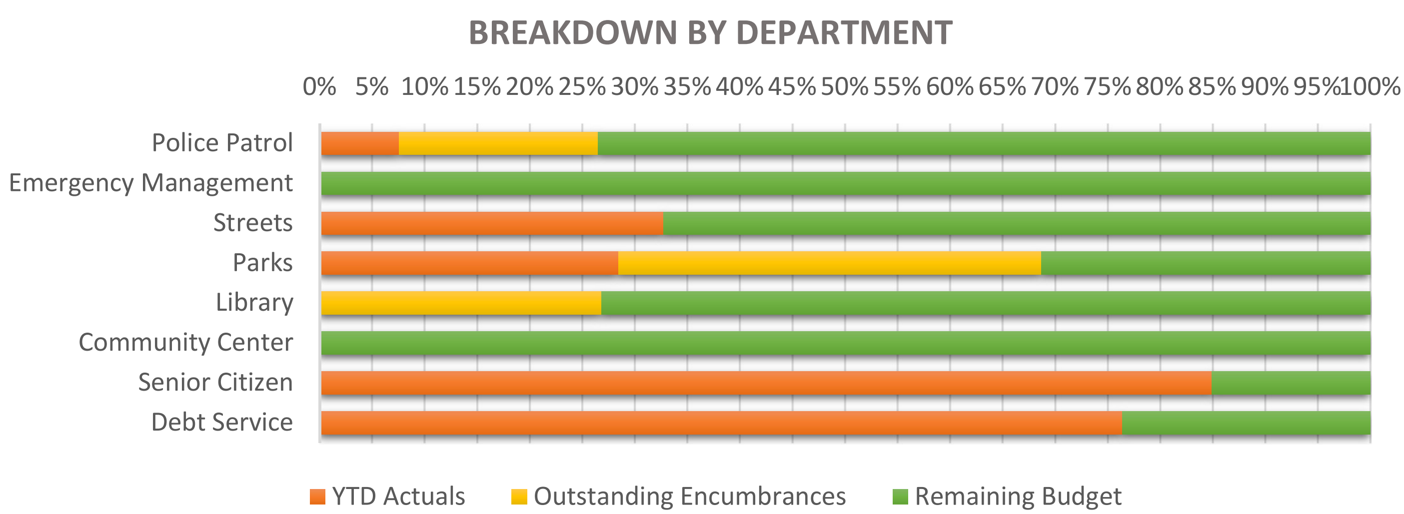




EXPENDITURES:



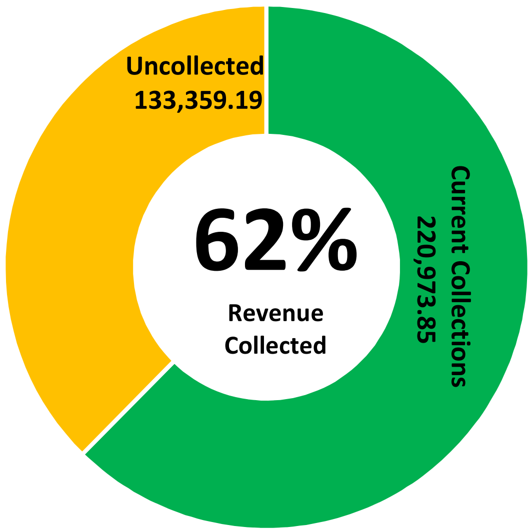


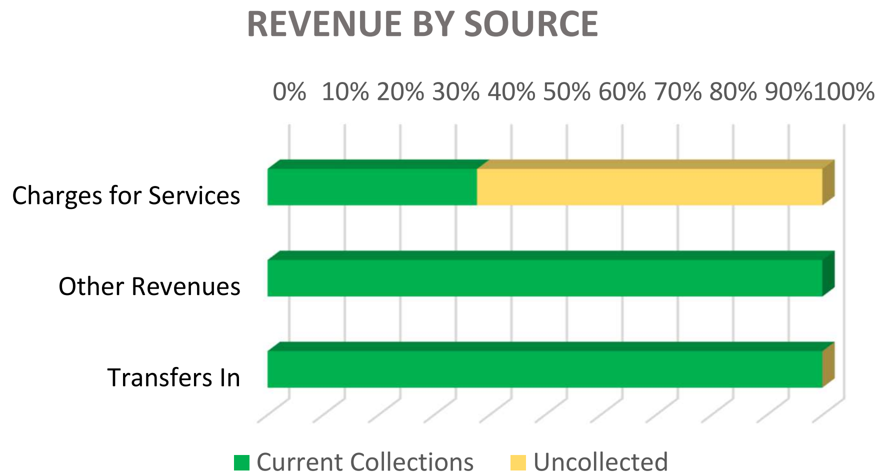


*Numbers Behind the Graphs can be found at the end of the report.

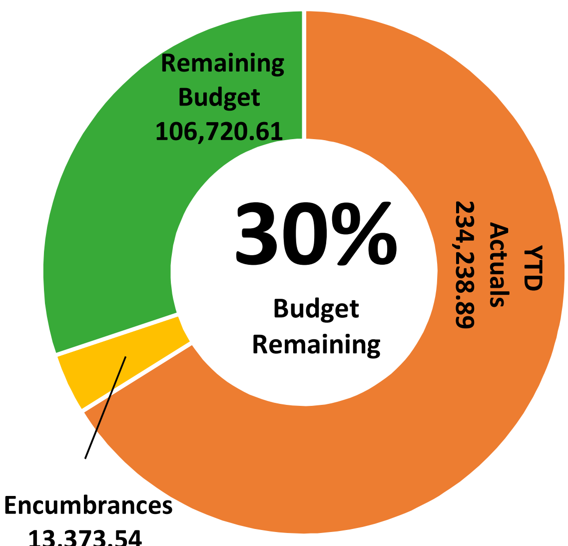
Aquatic Center

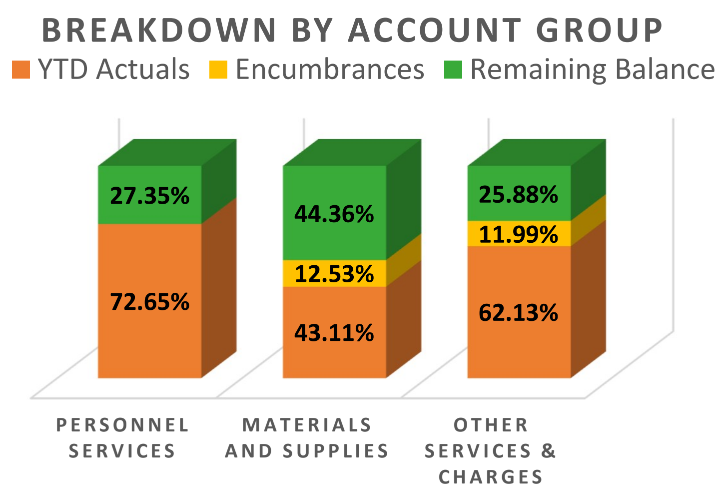
REVENUES:

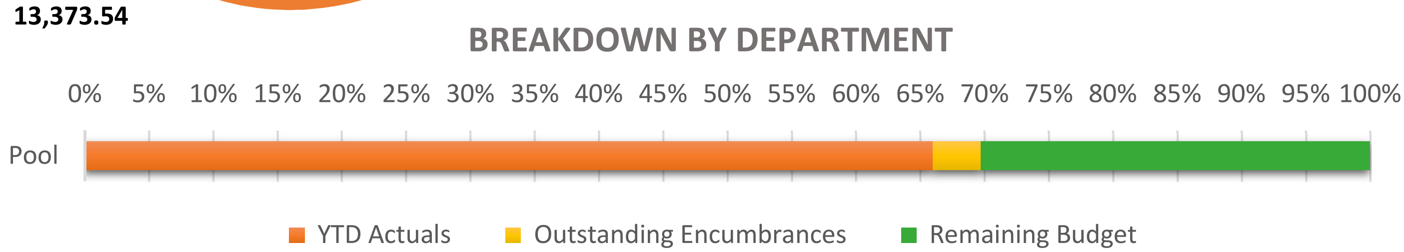




EXPENDITURES:





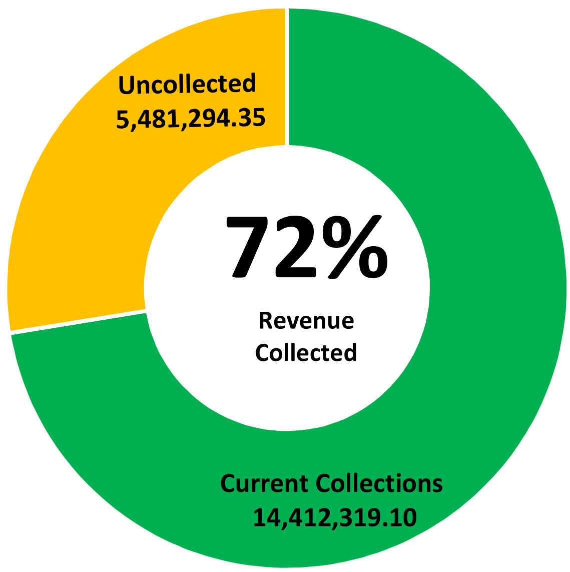


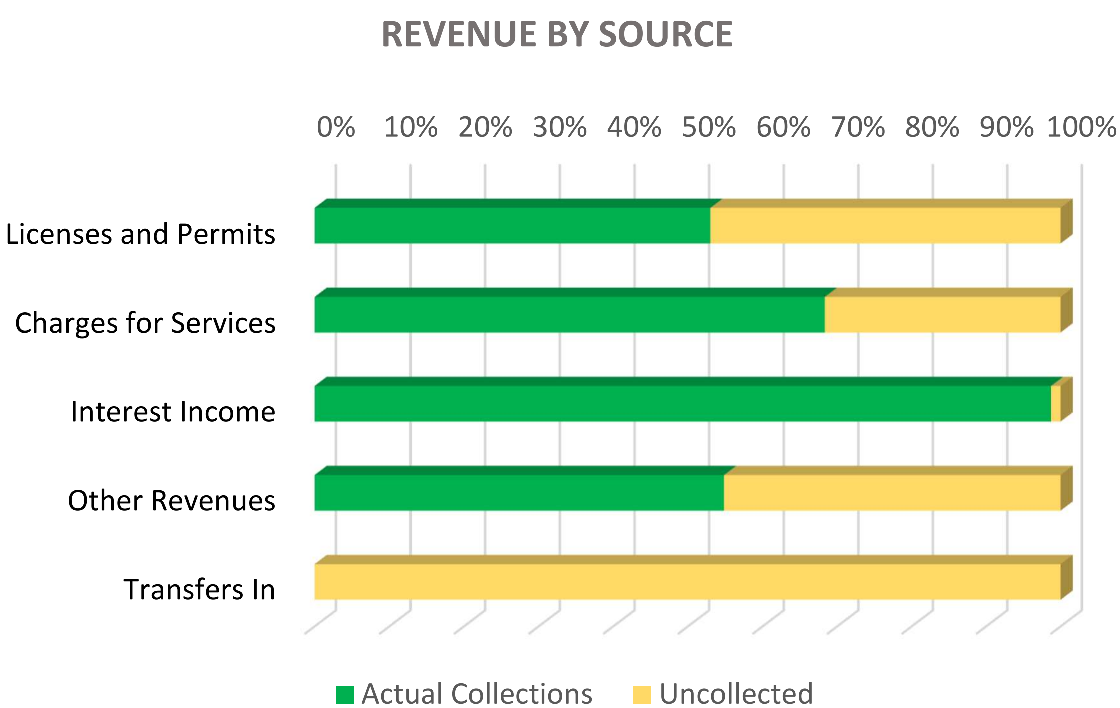
Total Number of Budgeted Positions*: 1

*Seasonal employees are budgeted as a lump sum versus individual positions.

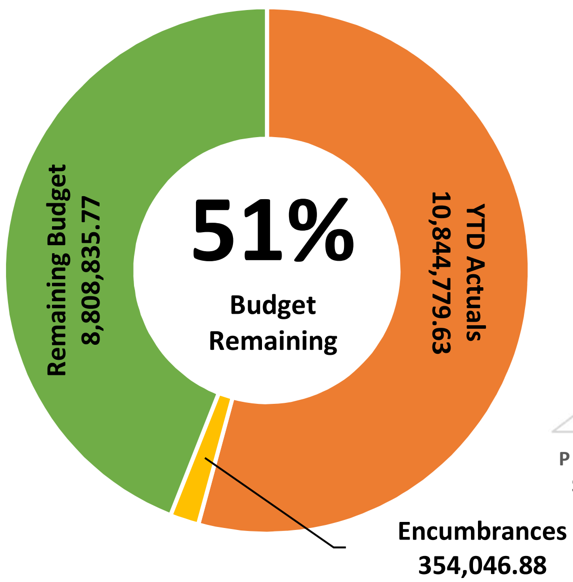
**Numbers Behind the Graphs can be found at the end of the report.

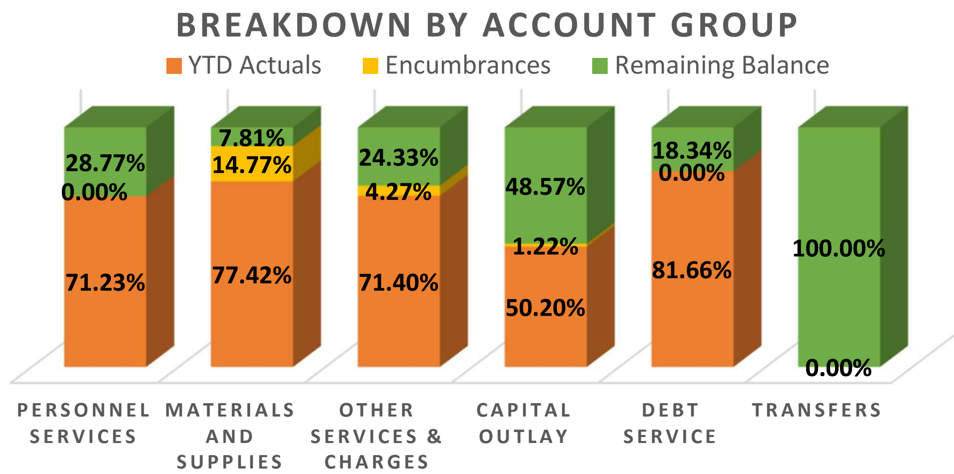
REVENUES:

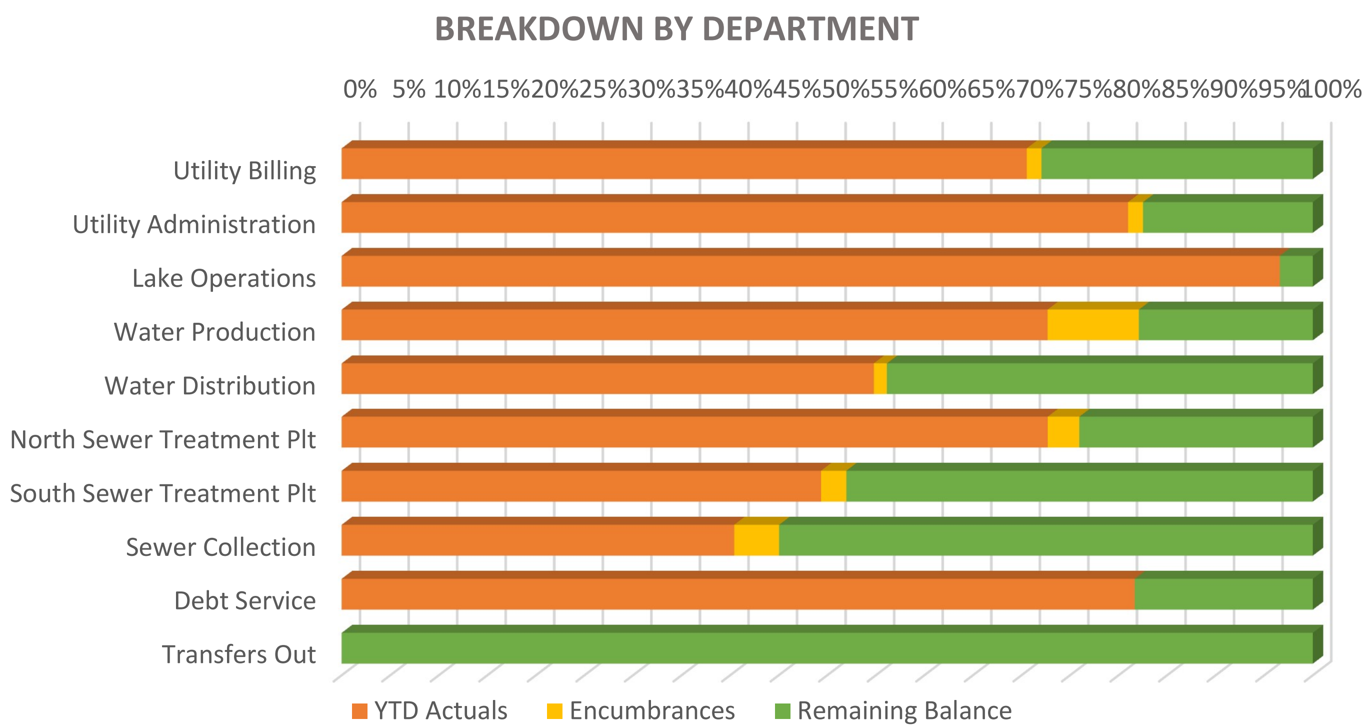

Uncollected
5,481,294.35
72%
Revenue
Collected
Current Collections
14,412,319.10


REVENUE BY SOURCE
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%
Licenses and Permits
Charges for Services
Interest Income
Other Revenues
Transfers In
Actual Collections
Uncollected

EXPENDITURES:



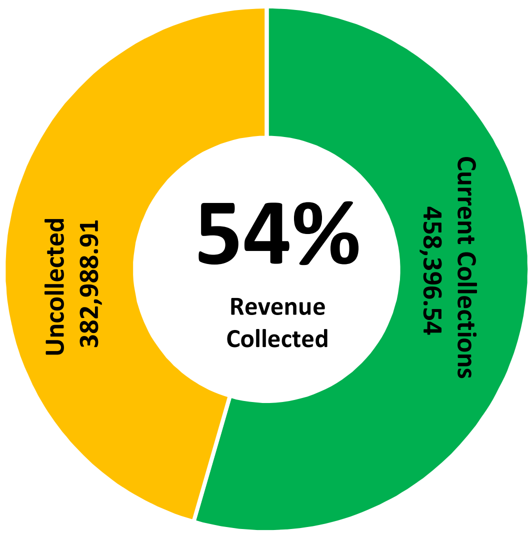


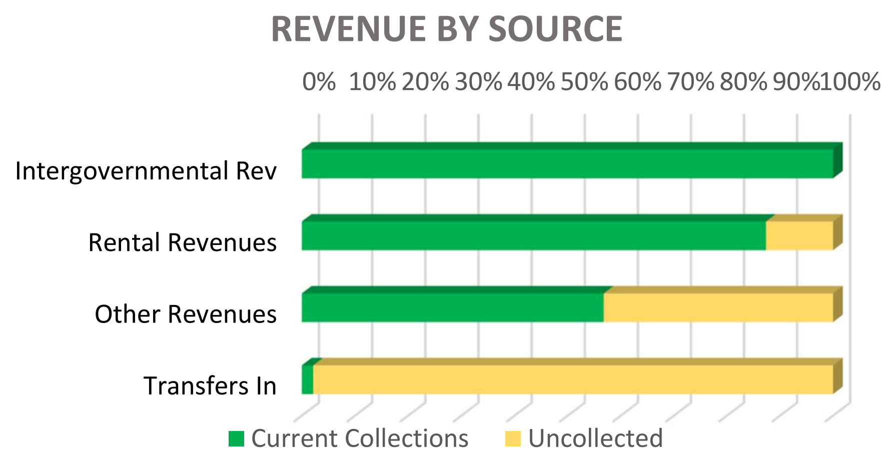


Total Number of Budgeted Positions: 49

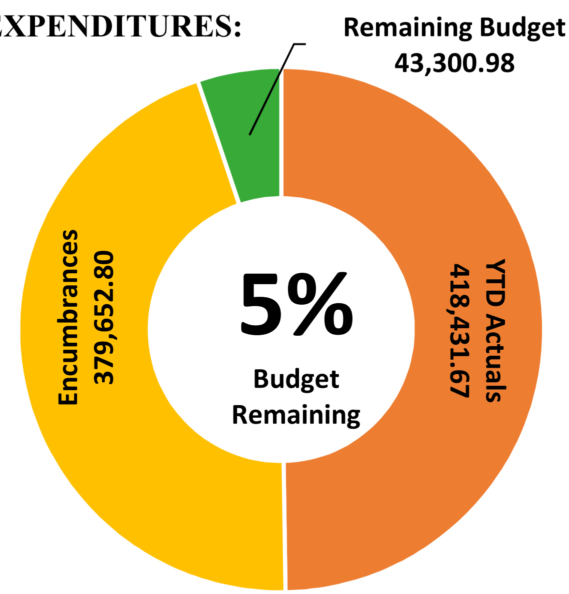
*Numbers Behind the Graphs can be found at the end of the report.

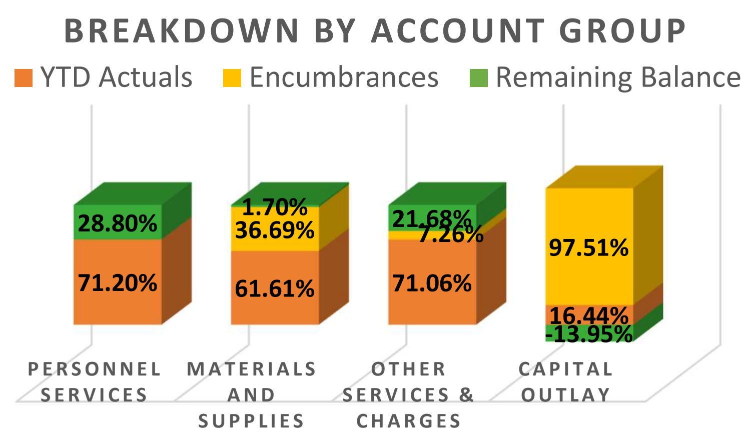
REVENUES:

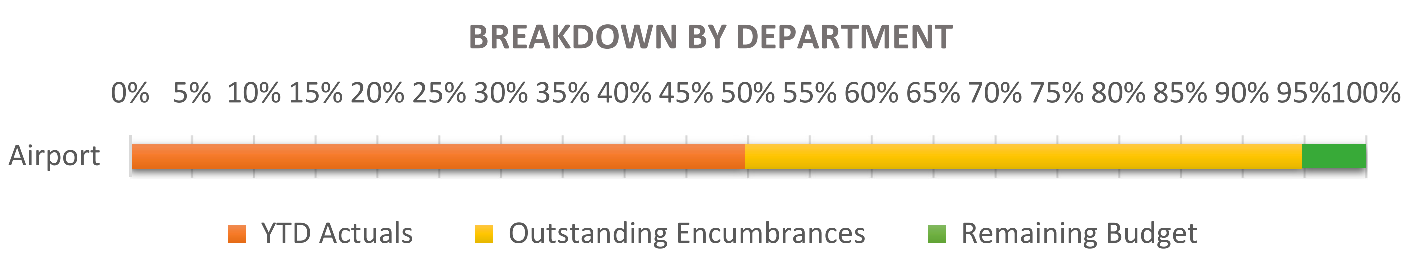




EXPENDITURES:





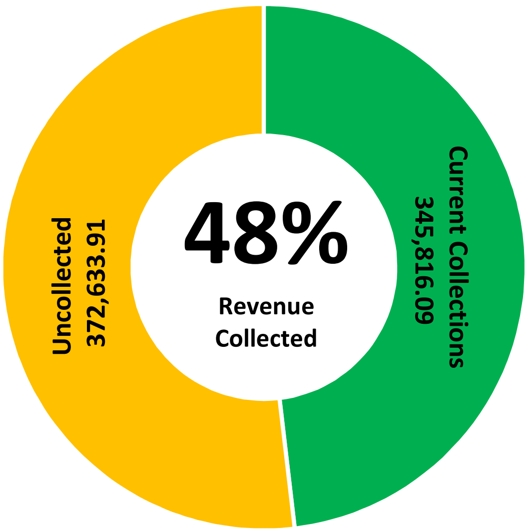


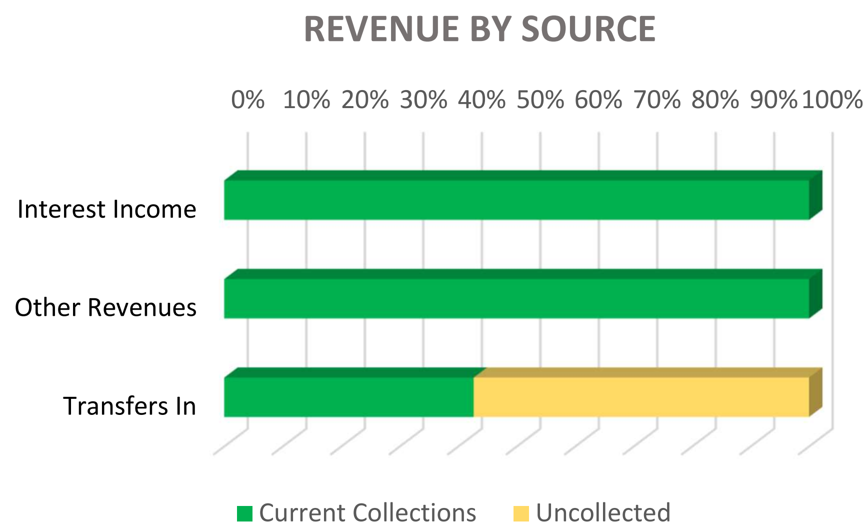
Total Number of Budgeted Positions: 3

*Numbers Behind the Graphs can be found at the end of the report.

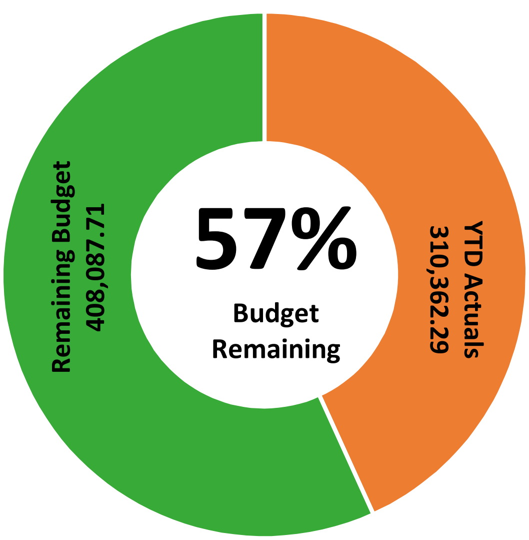
Workers' Comp Self-Insurance Fund

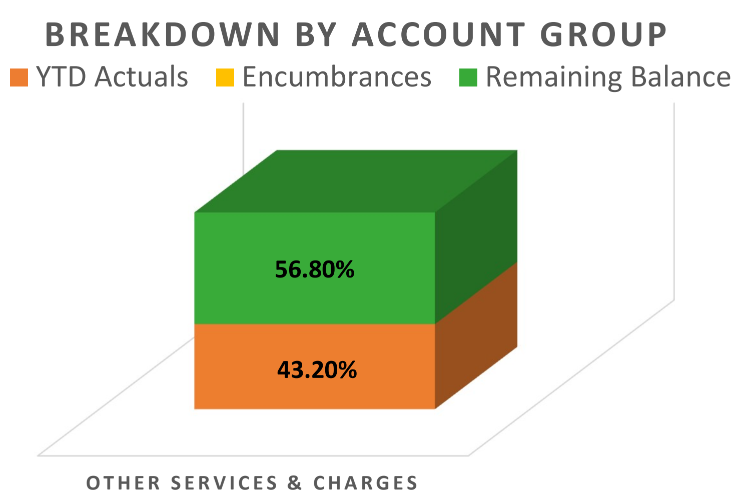
REVENUES:

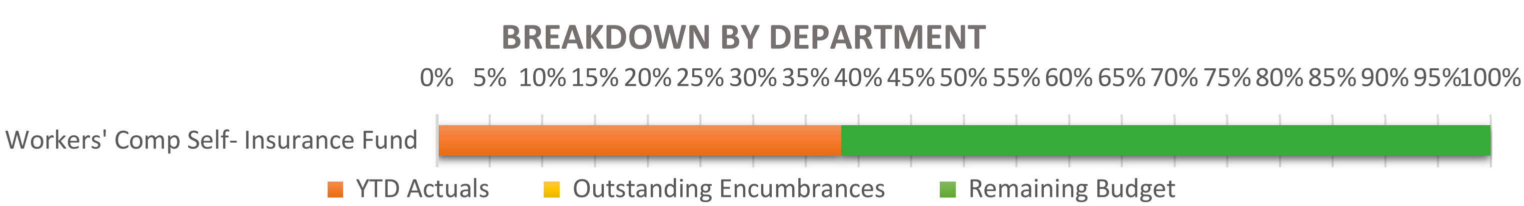




EXPENDITURES:



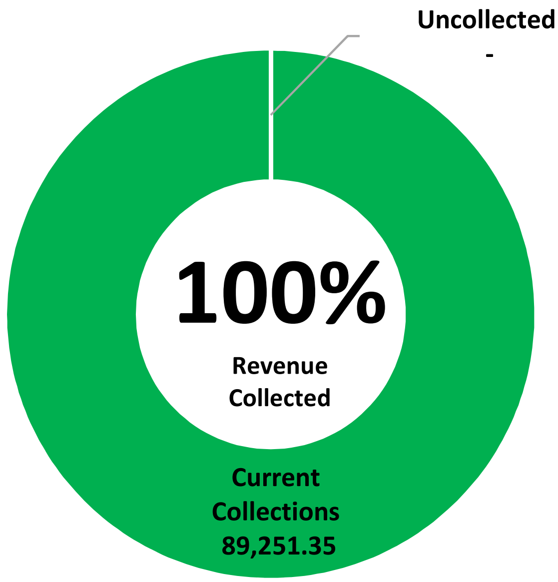


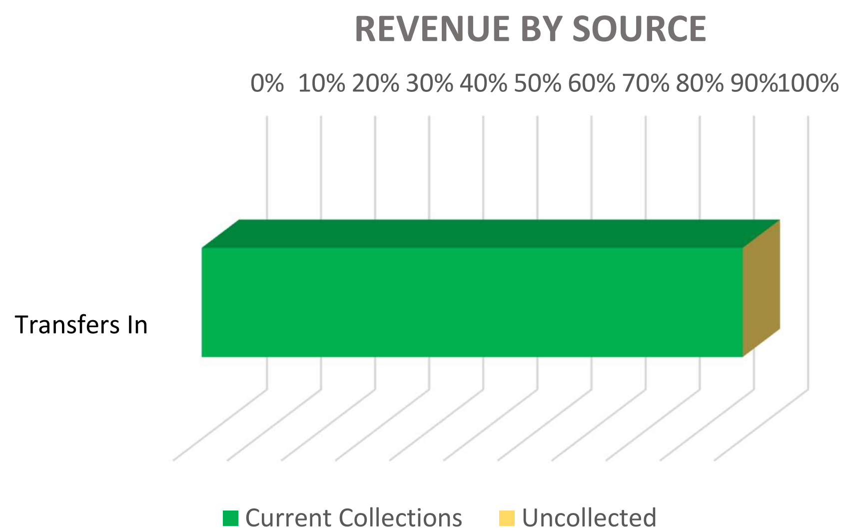


*Numbers Behind the Graphs can be found at the end of the report.

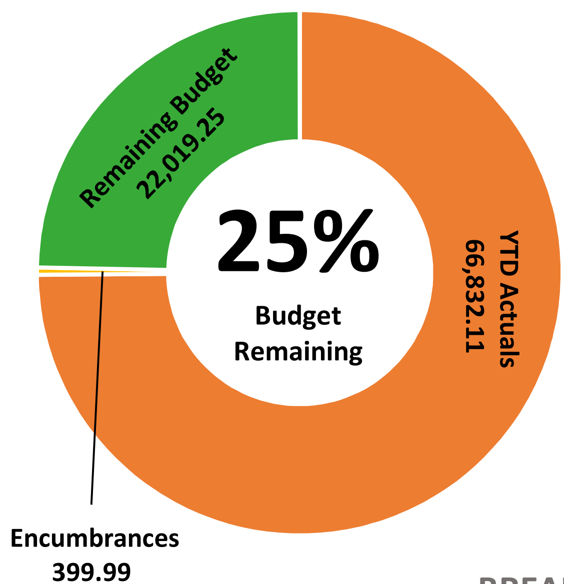
Library Fund

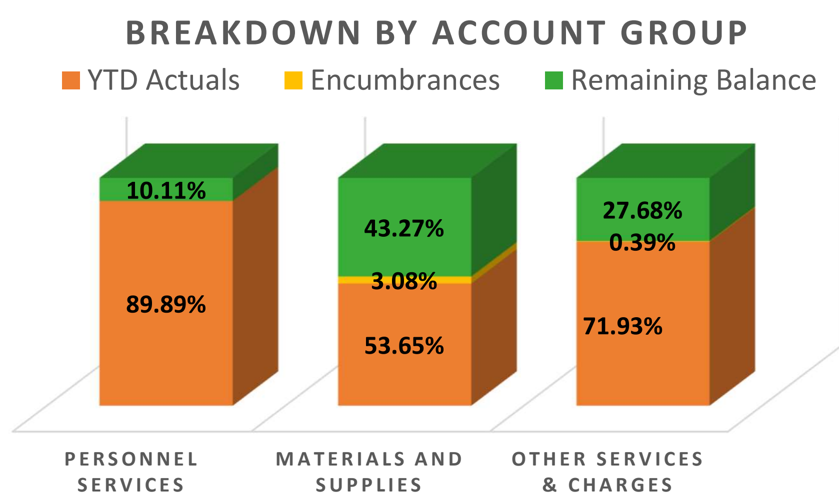
REVENUES:

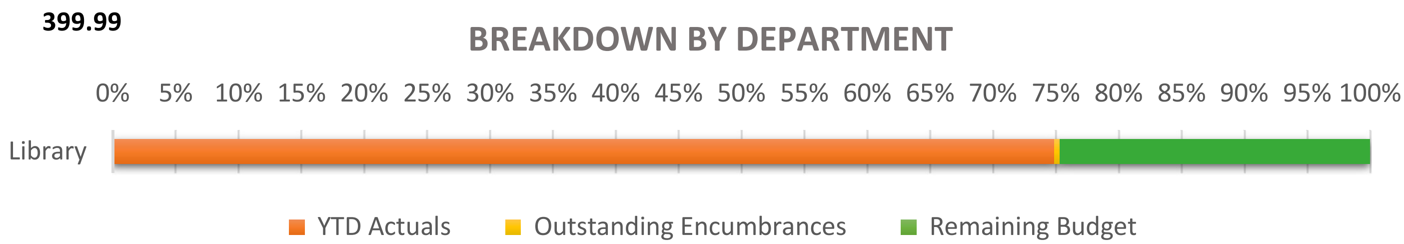




EXPENDITURES:





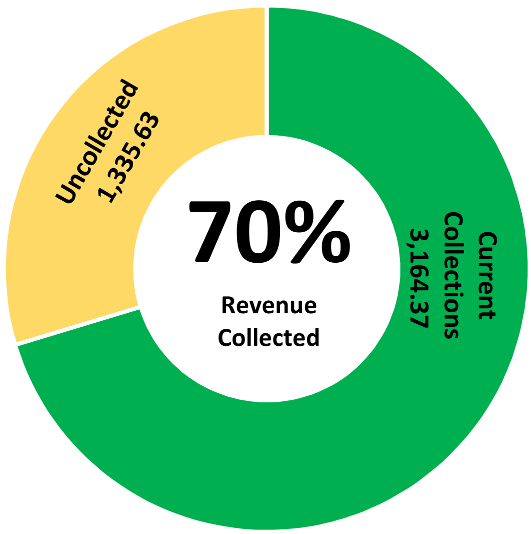


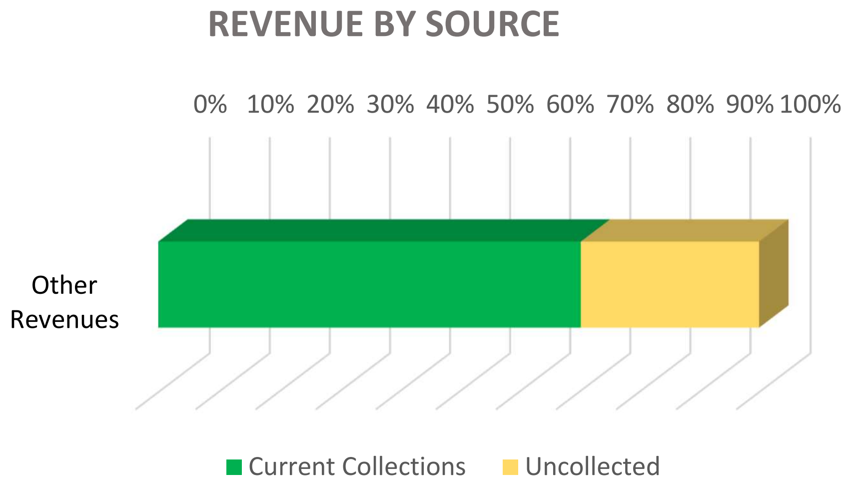
Total Number of Budgeted Positions: 1

*Numbers Behind the Graphs can be found at the end of the report.

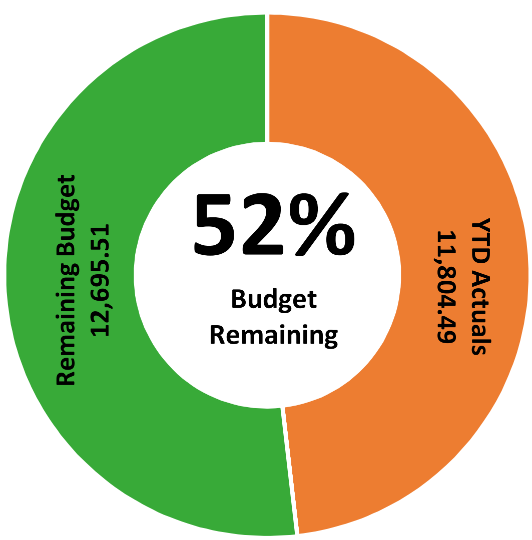
Cemetery Perpetual Fund

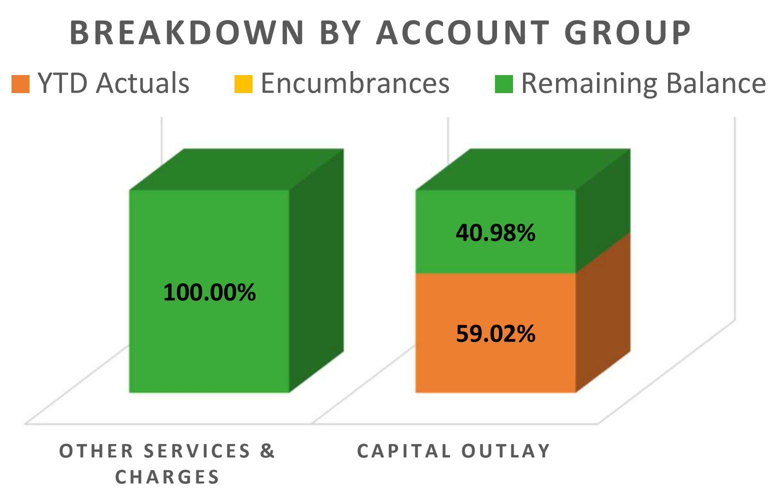
REVENUES:

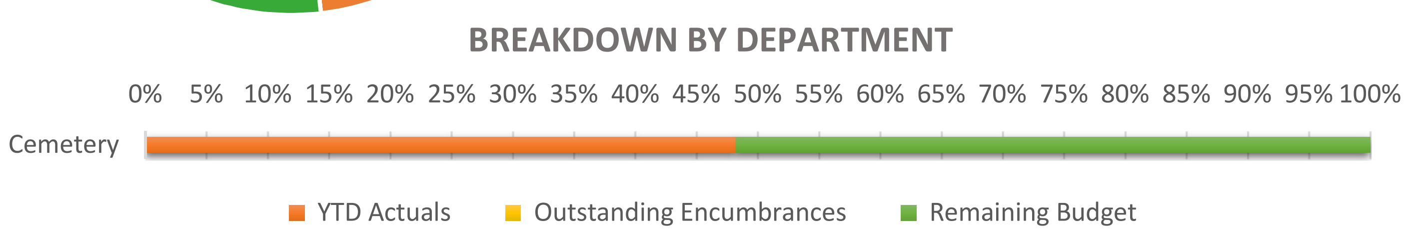




EXPENDITURES:



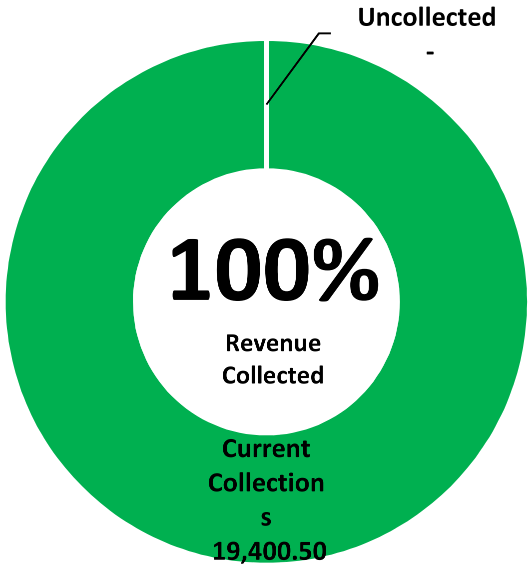


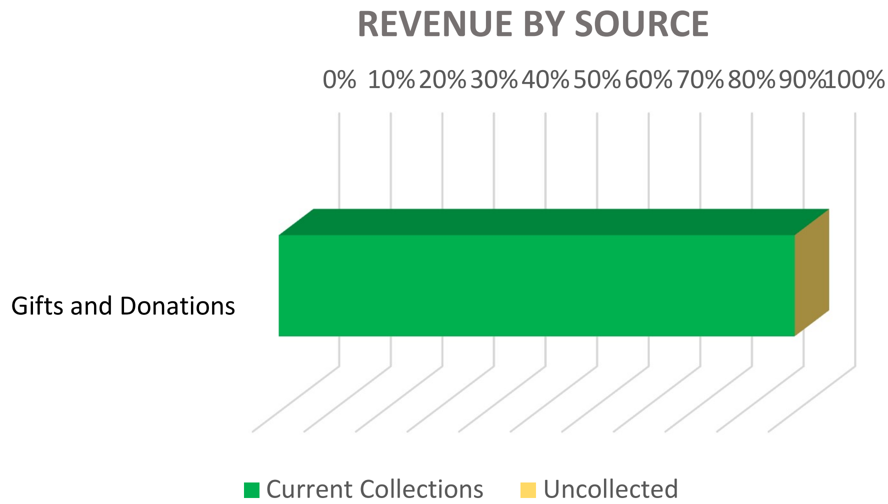


*Numbers Behind the Graphs can be found at the end of the report.

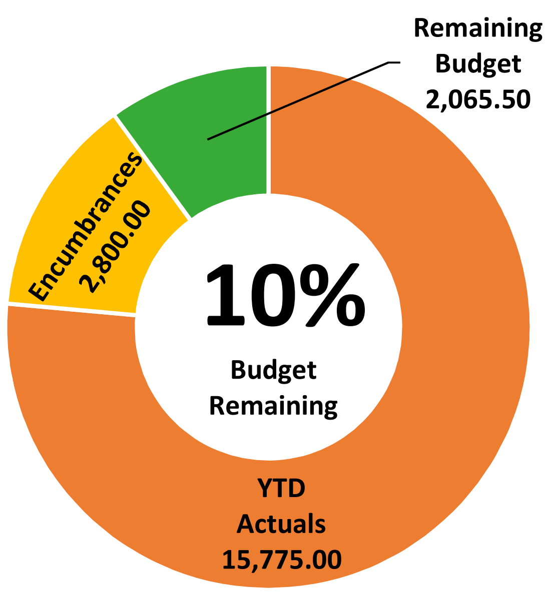
Gifts and Contributions Fund

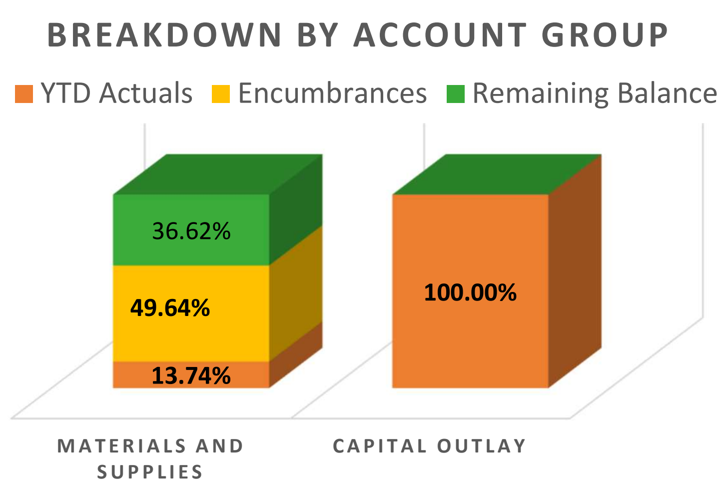
REVENUES:

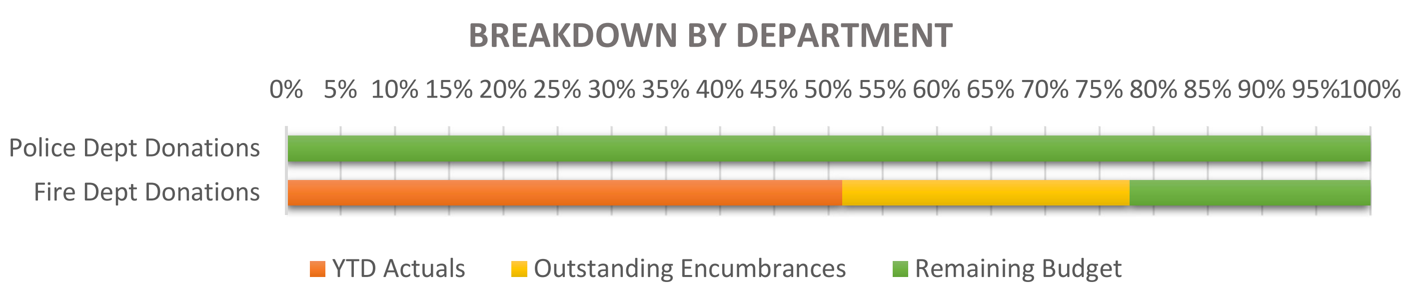




EXPENDITURES:



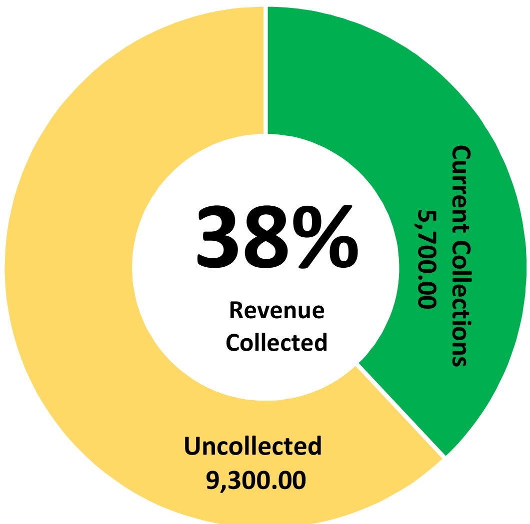


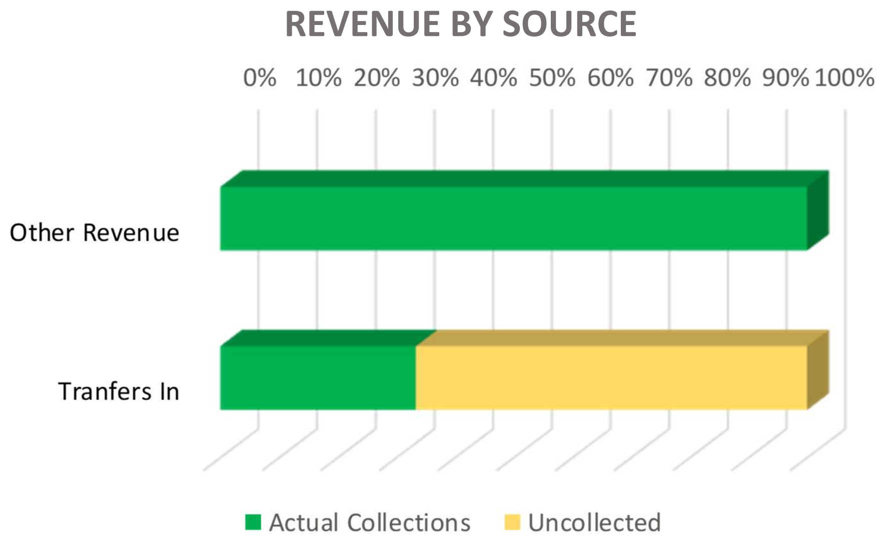


*Numbers Behind the Graphs can be found at the end of the report.

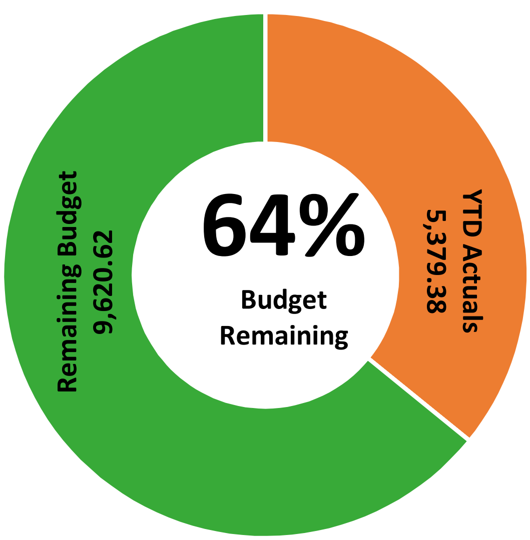
Sister Cities Fund

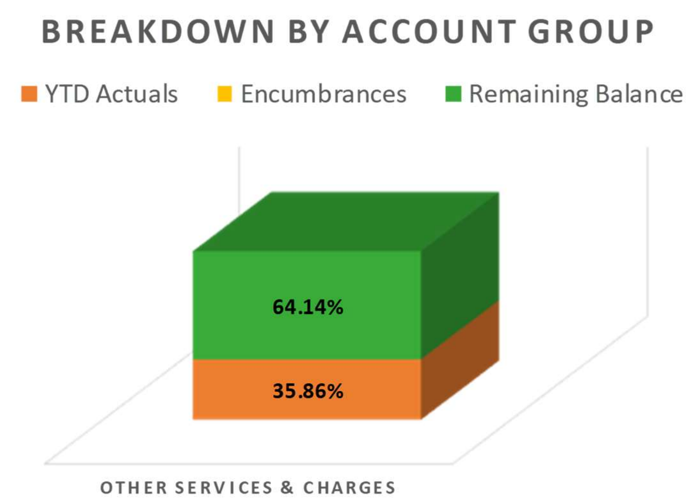
REVENUES:

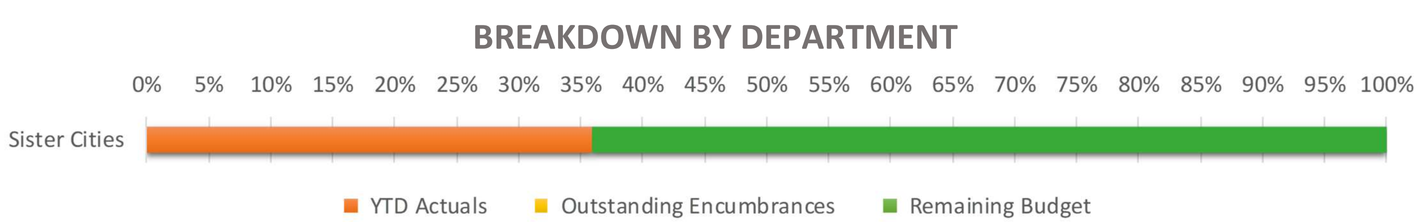




EXPENDITURES:







*Numbers Behind the Graphs can be found at the end of the report.

Numbers Behind The Graphs

General Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	$ 16,743,364.59	12,927,710.22	3,815,654.37
Intergovernmental Rev	$ 667,268.38	528,121.25	139,147.13
Licenses & Permits	$ 207,608.99	155,316.94	52,292.05
Fines & Forfeitures	$ 539,642.50	382,860.45	156,782.05
Charges for Services	$ 8,234.16	6,175.62	2,058.54
Rental Revenues	$ 168,144.40	127,272.60	40,871.80
Interest Income	$ 25,700.00	20,225.53	5,474.47
Other Revenues	$ 122,327.56	112,635.15	9,692.41
Transfers In	$ 4,153,749.72	611,548.72	3,542,201.00
Total	$ 22,636,040.30	$ 14,871,866.48	$ 7,764,173.82

General Fund cont.

EXPENDITURES:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Transfers	Total
YTD Actuals	12,175,166.91	416,569.80	2,640,423.58	370,569.84	15,602,730.13
Encumbrances	13,308.30	77,846.51	431,676.58	-	522,831.39
Remaining Budget	4,703,905.08	163,810.49	1,084,350.33	763,790.00	6,715,855.90
Total Budget	$ 16,892,380.29	$ 658,226.80	$ 4,156,450.49	$ 1,134,359.84	$ 22,841,417.42

Breakdown by Department

Department	YTD Actuals	Encumbrances	Remaining Budget	Total Budget
City Manager	390728.14	4198.98	120893.66	515,820.78
City Attorney	92674.55	56214.25	1111.2	150,000.00
Accounting	410293.6	5598.9	176481.5	592,374.00
Information Systems	329468.61	25145.39	65762.65	420,376.65
Municipal Court	252161.53	73752.89	97169.63	423,084.05
City Clerk	161967.23	4874.17	83753.6	250,595.00
Human Resources	171284.5	20452.35	60653.96	252,390.81
Code Enforcement	512971.72	5889.69	228428.59	747,290.00
Police Administration	378763.74	2801.06	140735.2	522,300.00
Police Patrol	3819824.04	53815.39	1608075.57	5,481,715.00
Criminal Investigation Division	758063.66	4954.33	260171.32	1,023,189.31
Animal Control	127475.89	1192.5	49347.66	178,016.05
Dispatch	522529.33	3153.2	219015.89	744,698.42
Fire Prevention	444362.47	1830.02	153296.27	599,488.76
Fire Suppression	3437087.69	70626.38	1338164.86	4,845,878.93
Fire Training	124174.52	8334.93	43141.4	175,650.85
Emergency Management	363289.74	6749.98	111004.56	481,044.28
L.E.P.C.	100	1771.46	1699.94	3,571.40
Engineering	238095.01	399.92	56116.46	294,611.39
Streets	600348.66	23770.79	159666.06	783,785.51
Traffic Control	168567.17	7391.59	58418.47	234,377.23
Parks	632126.3	15681.6	285137.1	932,945.00
Cemetery	139861.72	2884.17	58716.14	201,462.03
Municipal Auditorium	28539.4	1031.48	12041.9	41,612.78
Community Center	22927.08	1050	11690.14	35,667.22
Senior Citizens	42083.35	3038.44	34839.94	79,961.73
Expo Operations	466956.91	0	35198.12	502,155.03
Equipment Services	154940.79	2125.76	77259.5	234,326.05
Building Maintenance	79864.09	15229.3	55575.93	150,669.32
Transfers Out	719274.51	0	1223085.33	1,942,359.84
Shared Costs (Allocated)	11,924.18	98,872.47	(110,796.65)	-
Total Budget	$ 15,602,730.13	$ 522,831.39	$ 6,715,855.90	$ 22,841,417.42

Street and Alley Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	274,000.00	191,717.16	82,282.84
Licenses & Permits	850.00	1,085.00	(235.00)
Other Revenues	6,360.00	4,770.00	1,590.00
Transfers In	138,790.00	135,000.00	3,790.00
Total	$ 420,000.00	$ 332,572.16	$ 87,427.84

EXPENDITURES:

Breakdown by Account Group

	Other Services & Charges	Total
YTD Actuals	292,883.87	$ 292,883.87
Encumbrances	-	$ -
Remaining Budget	127,116.13	$ 127,116.13
Total Budget	$ 420,000.00	$ 420,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Streets	292,883.87	-	127,116.13	$ 420,000.00
Total	$ 292,883.87	$ -	$ 127,116.13	$ 420,000.00

E-911 Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	300,000.00	284,283.08	15,716.92
Total	$ 300,000.00	$ 284,283.08	$ 15,716.92

EXPENDITURES:

Breakdown by Account Group

	Other Services & Charges	Capital Outlay	Total
YTD Actuals	94,068.14	-	$ 94,068.14
Encumbrances	12,696.00	-	$ 12,696.00
Remaining Budget	118,235.86	75,000.00	$ 193,235.86
Total Budget	$ 225,000.00	$ 75,000.00	$ 300,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Emergency Management	94,068.14	12,696.00	193,235.86	$ 300,000.00
Total	$ 94,068.14	$ 12,696.00	$ 193,235.86	$ 300,000.00

Economic Development Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	309,280.00	241,417.35	67,862.65
Interest Income	225.00	261.72	(36.72)
Total	$ 309,505.00	$ 241,679.07	$ 67,825.93

EXPENDITURES:

Breakdown by Account Group

	Other Services & Charges	Transfers	Total
YTD Actuals	190,664.00	5,000.00	$ 195,664.00
Encumbrances	-	-	$ -
Remaining Budget	95,728.00	10,000.00	$ 105,728.00
Total Budget	$ 286,392.00	$ 15,000.00	$ 301,392.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Economic Development	190,664.00	-	95,728.00	$ 286,392.00
Transfers Out	5,000.00	-	10,000.00	$ 15,000.00
Total	$ 195,664.00	$ -	$ 105,728.00	$ 301,392.00

Spay/Neuter Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Other Revenues	3,000.00	2,025.00	475.00
Total	$ 3,000.00	$ 2,025.00	$ 475.00

EXPENDITURES:

Breakdown by Account Group

	Other Services & Charges	Total
YTD Actuals	1,504.00	$ 1,504.00
Encumbrances	240.00	$ 240.00
Remaining Budget	2,756.00	$ 2,756.00
Total Budget	$ 4,500.00	$ 4,500.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Animal Control	1,504.00	240.00	2,756.00	$ 4,500.00
Total	$ 1,504.00	$ 240.00	$ 2,756.00	$ 4,500.00

Hotel/Motel Surcharge Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	$ 450,000.00	344,863.99	105,136.01
Interest Income	$ -	40.14	(40.14)
Other Revenues*	$ -	478,389.73	(478,389.73)
Total	$ 450,000.00	$ 823,293.86	$ 105,136.01

*Transfer from VSI

EXPENDITURES:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Transfers	Total
YTD Actuals	53,946.98	3,073.17	390,707.15	3,224.87	$450,952.17
Encumbrances	-	2,763.60	86,857.58	-	$ 89,621.18
Remaining Budget	34,715.02	363.23	(128,564.73)	1,275.13	$ (92,211.35)
Total Budget	$ 88,662.00	$ 6,200.00	$ 349,000.00	$ 4,500.00	$448,362.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Tourism	167,727.30	89,621.18	66,513.52	$ 323,862.00
Community Service Contracts	280,000.00	-	(160,000.00)	$ 120,000.00
Transfers Out	3,224.87	-	1,275.13	$ 4,500.00
Total	$ 450,952.17	$ 89,621.18	$ (92,211.35)	$ 448,362.00

Police Sales Tax Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	$ 386,602.00	301,770.71	84,831.29
Interest Income	$ 250.00	327.15	(77.15)
Total	$ 386,602.00	$ 302,097.86	$ 84,754.14

EXPENDITURES:

Breakdown by Account Group

	Transfers	Total
YTD Actuals	302,097.86	$ 302,097.86
Encumbrances	-	$ -
Remaining Budget	84,754.14	$ 84,754.14
Total Budget	$ 386,852.00	$ 386,852.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Transfers Out	302,097.86	-	84,754.14	$ 386,852.00
Total	$ 302,097.86	$ -	$ 84,754.14	$ 386,852.00

Fire Sales Tax Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	$ 386,602.00	301,770.71	84,831.29
Interest Income	$ 250.00	327.15	(77.15)
Total	$ 386,602.00	$ 302,097.86	$ 84,754.14

EXPENDITURES:

Breakdown by Account Group

	Transfers	Total
YTD Actuals	302,097.86	$ 302,097.86
Encumbrances	-	$ -
Remaining Budget	84,754.14	$ 84,754.14
Total Budget	$ 386,852.00	$ 386,852.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Transfers Out	302,097.86	-	84,754.14	$ 386,852.00
Total	$ 302,097.86	$ -	$ 84,754.14	$ 386,852.00

Tax Increment Financing Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	$ 52,000.00	19,277.50	32,722.50
Total	$ 52,000.00	$ 19,277.50	$ 32,722.50

EXPENDITURES:

Breakdown by Account Group

	Capital Outlay	Total
YTD Actuals	13,988.50	$ 13,988.50
Encumbrances	-	$ -
Remaining Budget	38,011.50	$ 38,011.50
Total Budget	$ 52,000.00	$ 52,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Planning	13,988.50	-	38,011.50	$ 52,000.00
Total	$ 13,988.50	$ -	$ 38,011.50	$ 52,000.00

Drug Forfeiture Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Intergovernmental Rev	15,000.00	3,417.26	11,582.74
Other Revenues	-	0.76	(0.76)
Total	$ 15,000.00	$ 3,418.02	$ 11,581.98

EXPENDITURES:

Breakdown by Account Group

	Materials and Supplies	Total
YTD Actuals	5,854.74	$ 5,854.74
Encumbrances	2,266.50	$ 2,266.50
Remaining Budget	6,878.76	$ 6,878.76
Total Budget	$ 15,000.00	$ 15,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Police Patrol	5,854.74	2,266.50	6,878.76	$ 15,000.00
Total	$ 5,854.74	$ 2,266.50	$ 6,878.76	$ 15,000.00

CDBG Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Intergovernmental Rev	511,000.00	218,384.13	292,615.87
Other Revenues	20,000.00	19,923.20	76.80
Total	$ 531,000.00	$ 238,307.33	$ 292,692.67

EXPENDITURES:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Total
YTD Actuals	75,816.53	290.21	201,142.15	$ 277,248.89
Encumbrances	-	-	122,935.69	$ 122,935.69
Remaining Budget	46,065.65	709.79	84,039.98	$ 130,815.42
Total Budget	$ 121,882.18	$ 1,000.00	$ 408,117.82	$ 531,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
CDBG Administration	38,632.94	21,285.69	9,306.90	$ 69,225.53
CDBG Housing Rehab	238,615.95	101,650.00	121,508.52	$ 461,774.47
Total	$ 277,248.89	$ 122,935.69	$ 130,815.42	$ 531,000.00

Capital Improvement Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	2,450,931.44	1,870,979.70	579,951.74
Intergovernmental Rev	10,000.00	10,000.00	-
Interest Income	15,500.00	8,935.84	6,564.16
Other Revenues	301,143.00	17,448.29	283,694.71
Total	$ 2,777,574.44	$ 1,907,363.83	$870,210.61

EXPENDITURES:

Breakdown by Account Group

	Capital Outlay	Debt Service	Transfers	Total
YTD Actuals	386,233.28	1,070,815.25		$ 1,457,048.53
Encumbrances	44,678.93			$ 44,678.93
Remaining Budget	273,195.79	598,351.32	602,850.00	$ 1,474,397.11
Total Budget	$ 704,108.00	$ 1,669,166.57	$ 602,850.00	$ 2,976,124.57

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Information Systems	50,869.32	6,345.00	42,785.68	$ 100,000.00
Police Patrol	32,926.93	25,208.00	33,523.07	$ 91,658.00
Fire Prevention	42,885.32		114.68	$ 43,000.00
Fire Suppression	84,298.82	5,090.80	47,310.38	$ 136,700.00
Fire Training	4,180.00		2,320.00	$ 6,500.00
Emergency Management			61,250.00	$ 61,250.00
Engineering			2,000.00	$ 2,000.00
Streets			60,000.00	$ 60,000.00
Parks	36,465.92	8,035.13	18,498.95	$ 63,000.00
Municipal Auditorium	19,645.56		354.44	$ 20,000.00
Senior Center	5,457.14		4,542.86	$ 10,000.00
Expo Operations	109,504.27		495.73	$ 110,000.00
Debt Service	1,070,815.25		598,351.32	$ 1,669,166.57
Transfers Out			602,850.00	$ 602,850.00
Total	$ 1,457,048.53	$ 44,678.93	$ 1,474,397.11	$ 2,976,124.57

Street Improvement Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	2,762,374.27	2,112,396.92	649,977.35
Interest Income	34,098.99	24,196.89	9,902.10
Other Revenues	16,457.13	12,457.13	4,000.00
Transfers In	1,390,000.00	0.00	1,390,000.00
Total	$ 4,202,930.39	$ 2,149,050.94	$ 2,053,879.45

EXPENDITURES:

Breakdown by Account Group

	Capital Outlay	Total
YTD Actuals	613,900.35	$ 613,900.35
Encumbrances	122,588.40	$ 122,588.40
Remaining Budget	4,775,590.03	$ 4,775,590.03
Total Budget	$ 5,512,078.78	$ 5,512,078.78

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Engineering	75,052.50	-	4,761,947.50	$ 4,837,000.00
New Streets Project	270,078.78	-	-	$ 270,078.78
Streets	268,769.07	46,587.68	14,643.25	$ 330,000.00
Traffic Control	-	76,000.72	(1,000.72)	$ 75,000.00
Total	$ 613,900.35	$ 122,588.40	$ 4,775,590.03	$ 5,512,078.78

2018 Capital Improvement Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	3,092,815.09	2,414,167.69	678,647.40
Interest Income	103,000.00	100,473.18	2,526.82
Total	$ 3,195,815.09	$ 2,514,640.87	$ 681,174.22

EXPENDITURES:

Breakdown by Account Group

	Other Services & Charges	Capital Outlay	Debt Service	Total
YTD Actuals	22,175.00	1,967,022.21	1,490,570.00	$ 3,479,767.21
Encumbrances	197,225.00	703,099.71	-	$ 900,324.71
Remaining Budget	600.00	5,973,708.08	460,777.50	$ 6,435,085.58
Total Budget	$ 220,000.00	$ 8,643,830.00	$ 1,951,347.50	$ 10,815,177.50

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Police Patrol	245339.79	618262.52	2395527.69	$ 3,259,130.00
Emergency Management	0	0	250000	$ 250,000.00
Streets	1457247.24	0	2997452.76	$ 4,454,700.00
Parks	176164.9	249856.99	193978.11	$ 620,000.00
Library	0	32205.2	87794.8	$ 120,000.00
Community Center	0	0	30000	$ 30,000.00
Senior Citizen	110445.28	0	19554.72	$ 130,000.00
Debt Service	1490570	0	460777.5	$ 1,951,347.50
Total	$ 3,479,767.21	$ 900,324.71	$ 6,435,085.58	$ 10,815,177.50

Aquatic Center

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Charges for Services	214,250.00	80,853.25	133,396.75
Other Revenues	-	37.56	(37.56)
Interest Income	140,083.04	140,083.04	-
Total	$ 354,333.04	$ 220,973.85	133,359.19

EXPENDITURES:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Capital Outlay	Total
YTD Actuals	182,763.13	28,063.87	23,411.89	-	$ 234,238.89
Encumbrances	-	8,154.75	4,518.79	700.00	$ 13,373.54
Remaining Budget	68,786.91	28,881.38	9,752.32	(700.00)	$ 106,720.61
Total Budget	$ 251,550.04	$ 65,100.00	$ 37,683.00	$ -	$ 354,333.04

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Pool	234,238.89	13,373.54	106,720.61	$ 354,333.04
Total	$ 234,238.89	$ 13,373.54	$ 106,720.61	$ 354,333.04

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Licenses and Permits	15,825.00	15,575.00	250.00
Charges for Services	13,648,288.66	10,514,973.24	3,133,315.42
Interest Income	50,562.18	52,142.68	(1,580.50)
Other Revenues	6,178,937.61	3,829,628.18	2,349,309.43
Total	$ 19,893,613.45	$ 14,412,319.10	$ 5,481,294.35

EXPENDITURES:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Capital Outlay	Debt Service	Transfers	Total
YTD Actuals	1,970,842.49	466,111.63	3,142,767.65	3,166,280.62	2,098,777.24	-	$ 10,844,779.63
Encumbrances	-	88,911.65	187,950.00	77,185.23	-	-	$ 354,046.88
Remaining Budget	796,198.47	47,037.11	1,070,632.53	3,063,534.15	471,433.51	3,360,000.00	$ 8,808,835.77
Total Budget	$ 2,767,040.96	$ 602,060.39	$ 4,401,350.18	$ 6,307,000.00	$ 2,570,210.75	$ 3,360,000.00	$ 20,007,662.28

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Utility Billing	488,090.15	10,422.85	193,343.46	$ 691,856.46
Utility Administration	2,458,646.63	46,785.20	530,750.59	$ 3,036,182.42
Lake Operations	63,256.48	-	2,226.39	$ 65,482.87
Water Production	905,595.84	117,113.94	223,155.13	$ 1,245,864.91
Water Distribution	3,550,068.15	87,277.18	2,841,437.74	$ 6,478,783.07
North Sewer Treatment Plt	363,962.28	16,300.70	120,347.61	$ 500,610.59
South Sewer Treatment Plt	465,052.18	24,510.52	452,582.25	$ 942,144.95
Sewer Collection	451,330.68	51,636.49	613,559.09	$ 1,116,526.26
Debt Service	2,098,777.24	-	471,433.51	$ 2,570,210.75
Transfers Out	-	-	3,360,000.00	$ 3,360,000.00
Total	$ 10,844,779.63	$ 354,046.88	$ 8,808,835.77	$ 20,007,662.28

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Intergovernmental Rev	-	58,587.99	(58,587.99)
Rental Revenues	267,000.00	233,284.29	33,715.71
Other Revenues	282,300.00	160,288.81	122,011.19
Transfers In	292,085.45	6,235.45	285,850.00
Total	$ 841,385.45	$ 458,396.54	$ 382,988.91

EXPENDITURES:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Capital Outlay	Total
YTD Actuals	126,373.71	153,845.80	91,205.78	47,006.38	$ 418,431.67
Encumbrances	-	91,608.15	9,315.65	278,729.00	$ 379,652.80
Remaining Budget	51,111.74	4,246.05	27,828.57	(39,885.38)	$ 43,300.98
Total Budget	$ 177,485.45	$ 249,700.00	$ 128,350.00	$ 285,850.00	$ 841,385.45

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Airport	418,431.67	379,652.80	43,300.98	$ 841,385.45
Total	$ 418,431.67	$ 379,652.80	$ 43,300.98	$ 841,385.45

Worker's Comp Self-Insurance Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Interest Income		631.66	(631.66)
Other Revenues		38,953.61	(38,953.61)
Transfers In	718,450.00	306,230.82	412,219.18
Total	$ 718,450.00	$ 345,816.09	$ 372,633.91

EXPENDITURES:

Breakdown by Account Group

	Other Services & Charges	Total
YTD Actuals	310,362.29	$ 310,362.29
Encumbrances	-	$ -
Remaining Budget	408,087.71	$ 408,087.71
Total Budget	$ 718,450.00	$ 718,450.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Workers' Comp Self- Insurance Fund	310,362.29	-	408,087.71	$ 718,450.00
Total	$ 310,362.29	$ -	$ 408,087.71	$ 718,450.00

Library Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Transfers In	89,251.35	89,251.35	0.00
Total	$ 89,251.35	$ 89,251.35	$ -

EXPENDITURES:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Total
YTD Actuals	17,485.11	2,521.34	46,825.66	$ 66,832.11
Encumbrances	-	144.99	255.00	$ 399.99
Remaining Budge	1,966.24	2,033.67	18,019.34	$ 22,019.25
Total Budget	$ 19,451.35	$ 4,700.00	$ 65,100.00	$ 89,251.35

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Library	66,832.11	399.99	22,019.25	$ 89,251.35
Total	$ 66,832.11	$ 399.99	$ 22,019.25	$ 89,251.35

Cemetery Perpetual Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Transfers In	4,500.00	3,164.37	1,335.63
Total	$ 4,500.00	$ 3,164.37	$ 1,335.63

EXPENDITURES:

Breakdown by Account Group

	Other Services & Charges	Capital Outlay	Total
YTD Actuals	-	11,804.49	$ 11,804.49
Encumbrances	-	-	$ -
Remaining Budget	4,500.00	8,195.51	$ 12,695.51
Total Budget	$ 4,500.00	$ 20,000.00	$ 24,500.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Cemetery	11,804.49	-	12,695.51	$ 24,500.00
Total	$ 11,804.49	$ -	$ 12,695.51	$ 24,500.00

Gifts and Contributions Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Gifts and Donations	19,400.50	19,400.50	-
Total	$ 19,400.50	$ 19,400.50	$ -

EXPENDITURES:

Breakdown by Account Group

	Materials and Supplies	Capital Outlay	Total
YTD Actuals	775.00	15,000.00	$ 15,775.00
Encumbrances	2,800.00	-	$ 2,800.00
Remaining Budget	2,065.50	-	$ 2,065.50
Total Budget	$ 5,640.50	$ 15,000.00	$ 20,640.50

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Police Dept Donations	-	-	20.00	20.00
Fire Dept Donations	775.00	400.00	335.00	1,510.00
Senior Citizens Center	15,000.00	-	610.00	15,610.00
Mayor's Christmas Scene	-	-	100.00	100.00
Centennial	-	2,400.00	-	2,400.00
Animal Shelter	-	-	1,000.50	1,000.50
Total	15,775.00	2,800.00	2,065.50	20,640.50

Sister Cities Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Other Revenue	-	700.00	(700.00)
Transfers In	15,000.00	5,000.00	10,000.00
Total	$ 15,000.00	$ 5,700.00	$ 9,300.00

EXPENDITURES:

Breakdown by Account Group

	Other Services & Charges	Total
YTD Actuals	5,379.38	$ 5,379.38
Encumbrances	-	$ -
Remaining Budget	9,620.62	$ 9,620.62
Total Budget	$ 15,000.00	$ 15,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Sister Cities	5,379.38	-	9,620.62	$ 15,000.00
Total	$ 5,379.38	$ -	$ 9,620.62	$ 15,000.00