

Yukon

CITY COUNCIL AGENDA

January 3, 2012

John Alberts, Mayor ~ Ward 2
Nick Grba, Vice Mayor ~ Ward 1
Dewayne Maxey, Council Member ~ Ward 3
Bob Bradway, Council Member ~ Ward 4
Ken Smith, Council Member ~ At-Large
Grayson Bottom, City Manager

Yukon City Council / Yukon Municipal Authority Work Session
Conference Room - Centennial Building - 12 South 5th Street
January 3, 2012 – 6:00 p.m.

1. **Fire Station Alerting System – Kevin Jones**
2. **American Concrete Pavement Association award – Robbie Williams**

City Council - Municipal Authority Agendas

January 3, 2012 - 7:00 p.m.

Council Chambers - Centennial Building
12 South Fifth Street, Yukon, Oklahoma

The City of Yukon strives to accommodate the needs of all citizens, including those who may be disabled. If you would like to attend this Council meeting but find it difficult to do so because of a disability or architectural barrier, please contact City Hall at 854-1895. We will make a sincere attempt to resolve the problem. If you require a sign-language interpreter at the meeting, please call or notify City Hall, 500 West Main, by noon, December 30, 2011.

Invocation: Rev. Bob Younts, First United Methodist Church of Yukon

Flag Salute:

Roll Call: John Alberts, Mayor
Nick Grba, Vice-Mayor
Bob Bradway, Council Member
Ken Smith, Council Member
Dewayne Maxey, Council Member

Presentations and Proclamations

Presentation of an award to the City of Yukon from Brent Burwell, Executive Director, OK/AR chapter, American Concrete Pavement Association

Visitors

(Recess as Yukon City Council and Reconvene as Yukon Municipal Authority)

1A. YMA Consent Docket

This item is placed on the agenda so the Yukon Municipal Authority, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet with the approval of all Authority Members, that item will be heard in regular order.

The City Manager recommends a motion to approve:

- A) The minutes of the regular meeting of December 20, 2011
- B) Payment of material claims in the amount of \$156,991.34

ACTION _____

2A. Consider adopting the Yukon Municipal Authority/City of Yukon Investment Policy

ACTION _____

- 3A. Consider approving an expenditure of funds in the amount of \$42,864.39, for the purchase of a Westnet First-In alerting system to be installed at the new Yukon Fire Station, as recommended by the Fire Chief, to be paid from the Yukon Municipal Authority Revenue Bonds Construction Fund, and waiving competitive bidding**

ACTION _____

(Adjourn as YMA and Reconvene as Yukon City Council)

1. Consent Docket

This item is placed on the agenda so the City Council, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet with the approval of all Council Members, that item will be heard in regular order.

The City Manager recommends a motion that will approve:

- A) The minutes of the regular meeting of December 20, 2011**
- B) Payment of material claims in the amount of \$85,985.70**
- C) Designating the items on the attached list from the Technology Department as surplus, and authorizing their sale, donation, or trade**
- D) The Emergency Management Performance Grant Agreement for Federal Fiscal year 2012**
- E) Setting the date for the next regular Council meeting for January 17, 2012, 7:00 p.m., in the Council Chambers of the Centennial Building, 12 S. Fifth St.**

ACTION _____

2. Reports of Boards, Commissions and City Officials

Park Board – Joe Edwards, Chairman

3. Consider adopting the Yukon Municipal Authority/City of Yukon Investment Policy

ACTION _____

4. City Manager's Report – Information items only

- A. Update on Police Department Flag Plaza construction**
- B. Update on Yukon Parkway repair project**

5. New Business

6. Council Discussion

7. Adjournment

Yukon Municipal Authority Minutes December 20, 2011

ROLL CALL: (Present) John Alberts, Chairman
 Bob Bradway, Trustee
 Ken Smith, Trustee
 Dewayne Maxey, Trustee

(Absent) Nick Grba, Vice-Chairman

(Recess as Yukon City Council and Reconvene as Yukon Municipal Authority)

1A. YMA Consent Docket

This item is placed on the agenda so the Yukon Municipal Authority, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet with the approval of all Authority Members, that item will be heard in regular order.

The City Manager recommends a motion to approve:

- A) The minutes of the regular meeting of December 6, 2011**
- B) Payment of material claims in the amount of \$227,247.65**

The motion to approve the YMA Consent Docket, consisting of the approval of the minutes of the regular meeting of November 1, 2011, and Payment of material claims in the amount of \$474,013.94, was made by Trustee Smith and seconded by Trustee Maxey.

2A. Present, Discuss, and Consider accepting the Fiscal Year 2010-2011 Yukon Municipal Authority Audited Financial Report, as prepared by CBEW Professional Group, LLP

The motion to accept the Fiscal Year 2010-2011 Yukon Municipal Authority Audited Financial Report, as prepared by CBEW Professional Group, LLP, was made by Trustee Bradway and seconded by Trustee Smith.

City Treasurer Michael Malmfeldt introduced Chuck Crooks of CBEW Professional Group, LLP, who oversaw the audit. Mr. Crooks thanked the Council for the opportunity to perform the Audit, and then explained briefly what the audit covered and what items were examined.

Mr. Crooks stated that the audit was unqualified, meaning that it was "clean". He said there were no findings on internal controls or compliance. He explained that in performing the audit, all areas are examined. He mentioned that utility billings and collections are tested, capital items are located, and other departments have their controls tested, as examples of what the audit consists of.

Trustee Bradway asked if the procedure was to go to the source documents, backtrack to the item, and then if there was an issue, to note this in the deficiencies, and Mr. Crooks confirmed. Chairman Alberts asked if there were any suggestions, and Mr. Crooks explained that he had conducted an exit conference with City Manager Bottom after the audit was concluded, and it was there that suggestions were made. He also stated that many of the suggestions were already implemented. There were no additional questions from the Trustees.

The vote:

AYES: Alberts, Bradway, Maxey, Smith

NAYS: None

VOTE: 4-0

MOTION CARRIED

(Adjourn as YMA and Reconvene as Yukon City Council)

EXHIBIT A
YUKON MUNICIPAL AUTHORITY
(Yukon, Oklahoma)
SALES TAX AND UTILITY SYSTEM REVENUE BONDS
SERIES 2011

PAYMENT REQUISITION
YUKON MUNICIPAL AUTHORITY
CONSTRUCTION FUND
Project Account

TO: Bank of Oklahoma, N.A., Trustee

FROM: Yukon Municipal Authority

DATE:

Pursuant to the provisions of the General Bond Indenture dated June 1, 1996, and Supplemented by the Supplemental Bond Indenture dated January 1, 2011 by and between Yukon Municipal Authority and Bank of Oklahoma, N.A., Oklahoma, as Trustee, you are directed to pay Creditor from the Construction Fund of said Authority as indicated below, the amounts shown for the purposes set forth in this Requisition.

<i>Brewer Construction Company</i>	81-9130-16-2
CREDITOR	TRUST NO.

ITEM		ITEM NO.
<i>1/3/11</i>	<i>Yukon Fire Station</i>	<i>\$ 154,614.00</i>
DATE	PURPOSE	AMOUNT

AUTHORIZATION AND CERTIFICATE OF GENERAL MANAGER

With reference to the above requisition, the undersigned certifies:

The above requisition is approved.

Each obligation therein has been properly incurred and is now due and unpaid and that insofar as such obligation was incurred for work, materials, equipment or supplies, such work was actually performed, and such materials, equipment or supplies were actually installed or delivered to or for the Project as evidenced by

the certificate of the supervising architect or engineer or other appropriate certification.

That obligations in the stated amounts have been incurred by the Authority and that each item is a proper charge against the Yukon Municipal Authority Construction Fund and has not been paid.

That there has not been filed with or served upon the Yukon Municipal Authority notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to any of the persons, firms, or corporations named in such requisition, which has not been of such obligation.

That such requisition contains no item representing payment on account of any retained percentages which Yukon Municipal Authority is at the date of such certificate entitled to retain.

YUKON MUNICIPAL AUTHORITY

Chairman or Vice Chairman

Date

Date Approved: _____

Date Paid _____

Authorized Officer

Submit in triplicate:

1 to Bank

1 to General Manager

1 to City



December 22, 2011

Michael Malmfeldt
City Treasurer
City of Yukon
P.O. Box 850500
Yukon, OK 73085

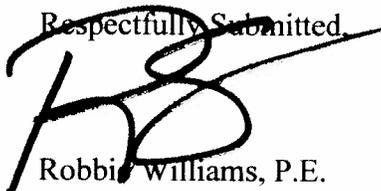
**Re: 2008 Yukon Concrete, Asphalt Paving W/Drainage, Water & Sewer Contract
Yukon Fire Station**

Dear Mr. Malmfeldt,

Please find attached Brewer Construction Company Yukon Claim # 2011-48 in an amount of \$154,614.09 which we recommend payment.

Should you have any questions, please contact me at 405-752-1122.

Respectfully Submitted,



Robbin Williams, P.E.

RW/js

Attachment

cc: File A167/Brewer Pay Claims

Brewer Construction Co.

1301 SW 8th St. - Oklahoma City, OK 73121
 PO Box 18485 - Oklahoma City, OK 73148
 405-787-4962
 Fax 405-495-8978

December 22nd, 2011

City Of Yukon
 C/O Triad Design Group
 Attn : Robbie Williams P.E.
 3020 N.W. 149th Street
 Oklahoma City Okla. 73134

RE: 2008 Yukon Concrete, Asphalt Paving
 w/ Drainage, Water & Sewer Contract

Yukon Fire Station
 ESTIMATE # 11 Progressive

Rayson Bottom

Yukon Claim # 2011- 48

Description	Contract Previous Quantity	Current Quantity	Total Quantities	Unit Price	Total Price
Asphalt pavement removal	1599	1410	1599 sy	6.00 \$	9,594.00
Concrete pavement removal	10615	4265	10615 sy	6.00 \$	63,690.00
Curb removal	625	276	276 lf	7.20 \$	1,987.20
6" P.C. concrete paving	9042	1067.1	4610.14 sy	40.25 \$	185,558.14
1" Additional concrete paving	13044	4486	5553.32 sy	7.20 \$	39,983.90
Fast track patching	1	0	0 sy	72.00 \$	-
Unclassified excavation	9800	4560	8174.8 cy	12.00 \$	98,097.60
Handicap ramp	85	0	0 sy	212.40 \$	-
4" Sidewalk	705	0	57.67 sy	42.00 \$	2,422.14
3500 psi structural concrete	207	130.4	130.4 cy	448.20 \$	58,445.28
Reinforcing steel	19283.8	14430	14430 lbs	1.32 \$	19,047.60
18" RCP O-ring	400	396	396 lf	53.81 \$	21,308.76
24" rcp o-ring	330.8	390	390 lf	62.06 \$	24,203.40
24" rcp fes	1	0	0 ea	847.82 \$	-
36" rcp o-ring	26.68	0	0 lf	92.40 \$	-
42" RCP O-ring	102	102	102 lf	126.72 \$	12,925.44
Type I plain riprap	5	0	0 cy	49.99 \$	-
Trench excavation and backfill 0-10'	1678.69	2073	2073 lf	12.62 \$	26,161.26
6" dip waterline w/ 8 mil poly wrap	20	26	26 lf	17.22 \$	447.72

8" dip waterline w/8 mil poly wrap	20	20	20 lf	\$	32.72	\$	654.40
8" PVC Waterline	664	663	663 lf	\$	21.04	\$	13,949.52
Fittings	1150	987	987 lbs	\$	7.30	\$	7,205.10
Mega-lug series 1106	10	10	10 ea	\$	62.71	\$	627.10
Mega-lug series 1108	25	24	24 ea	\$	86.83	\$	2,083.92
6" gate valve & box	3	3	3 ea	\$	665.60	\$	1,996.80
8" Gate Valve & Box	4	4	4 ea	\$	952.55	\$	3,810.20
Waterline disinfection & testing	684	683	683 lf	\$	1.79	\$	1,222.57
Fire hydrant complete	3	3	3 ea	\$	2,397.88	\$	7,193.64
6" tapping valve & sleeve & tap	1	0	0 ea	\$	2,468.18	\$	-
8" tapping valve & sleeve & tap	1	1	1 ea	\$	2,908.40	\$	2,908.40
4' dia manhole	5	4	4 ea	\$	1,243.20	\$	4,972.80
Manhole ring & lid	6	6	6 ea	\$	282.53	\$	1,695.18
8" pvc sanitary sewer line	540	310	310 lf	\$	18.60	\$	5,766.00
6" PVC Sanitary Sewer	166	166	166 lf	\$	15.00	\$	2,490.00
4" Riser Pipe	465	465	465 lf	\$	9.00	\$	4,185.00
8x4" Sewer Wye	1	1	1 ea	\$	67.00	\$	67.00
Sanitary sewer line testing	540	476	476 lf	\$	1.88	\$	894.88
Solid slab sod 200sy-2000sy	14250	0	0 sy	\$	2.52	\$	-
C/C) okc std 2-0	1	2	2 ea	\$	1,822.80	\$	3,645.60
Grated street inlet	3	3	3 ea	\$	15,940.80	\$	47,822.40
4" paving marking paint	1000	0	0 lf	\$	0.78	\$	-
Thermoplastic traffic words odot	4	0	0 ea	\$	174.00	\$	-
1" SLS(str bore) w/8" brass saddle	1	0	0 ea	\$	720.83	\$	-
2" Meter & Box W/ 233' Of 2 1/2" PVC Service	1	1	1 ls	\$	3,675.00	\$	3,675.00
1" Crusher run rock	1720	1741.59	1741.59 ton	\$	28.80	\$	50,157.79
Saw cutting	1000	552	552 lf	\$	5.40	\$	2,980.80
ODOT type A aggregate base	4000	2126	2126 ton	\$	32.40	\$	68,882.40
Filter fabric silt fence	2400	1675	1675 lf	\$	3.00	\$	5,025.00
Water Insetion Valve 8"	2	2	2 ea	\$	2,860.00	\$	5,720.00
2'-8" Concrete comb. curb& gutter 6" barrier	4265	1855	2880.61 lf	\$	20.40	\$	58,764.44
Surveyor (Per Triad)	0	1	1 ls	\$	4,164.00	\$	4,164.00
Brewer Construction Company					Total Work Complete		876,432.39
					Material On Hand		-
					Less 5 %		(43,821.62)
					Less Previously Paid		(677,996.68)
					Total Due Est. # 10		\$ 154,614.09

Kevin Brewer

EXHIBIT A
 YUKON MUNICIPAL AUTHORITY
 (Yukon, Oklahoma)
 SALES TAX AND UTILITY SYSTEM REVENUE BONDS
 SERIES 2011

PAYMENT REQUISITION
 YUKON MUNICIPAL AUTHORITY
 CONSTRUCTION FUND
 Project Account

TO: Bank of Oklahoma, N.A., Trustee

FROM: Yukon Municipal Authority

DATE:

Pursuant to the provisions of the General Bond Indenture dated June 1, 1996, and Supplemented by the Supplemental Bond Indenture dated January 1, 2011 by and between Yukon Municipal Authority and Bank of Oklahoma, N.A., Oklahoma, as Trustee, you are directed to pay Creditor from the Construction Fund of said Authority as indicated below, the amounts shown for the purposes set forth in this Requisition.

*Professional Service Industries, Inc.
 16707 Collections Center Dr.
 Chicago, IL 60693*

CREDITOR

81-9130-16-2
 TRUST NO.

ITEM	PURPOSE	ITEM NO.	AMOUNT
<i>1/3/11</i>	<i>Yukon Fire Station</i>	<i># 930 70</i>	

AUTHORIZATION AND CERTIFICATE OF GENERAL MANAGER

With reference to the above requisition, the undersigned certifies:

The above requisition is approved.

Each obligation therein has been properly incurred and is now due and unpaid and that insofar as such obligation was incurred for work, materials, equipment or supplies, such work was actually performed, and such materials, equipment or supplies were actually installed or delivered to or for the Project as evidenced by

the certificate of the supervising architect or engineer or other appropriate certification.

That obligations in the stated amounts have been incurred by the Authority and that each item is a proper charge against the Yukon Municipal Authority Construction Fund and has not been paid.

That there has not been filed with or served upon the Yukon Municipal Authority notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to any of the persons, firms, or corporations named in such requisition, which has not been of such obligation.

That such requisition contains no item representing payment on account of any retained percentages which Yukon Municipal Authority is at the date of such certificate entitled to retain.

YUKON MUNICIPAL AUTHORITY

Chairman or Vice Chairman

Date

Date Approved: _____

Date Paid _____

Authorized Officer

Submit in triplicate:

1 to Bank

1 to General Manager

1 to City



December 12, 2011

Michael Malmfeldt
City Treasurer
City of Yukon
P.O. Box 850500
Yukon, OK 73085

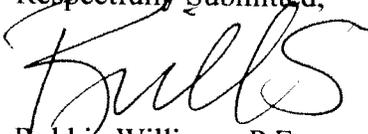
**Re: Yukon Fire Station
2010 Revenue Bond**

Dear Mr. Malmfeldt,

Please find attached PSI, Inc. Invoice #BR00135104 in an amount of \$950.90 which we recommend payment. The total amount recommended to be paid to date for material testing is \$26,668.80 which includes this pay claim. The project budget for this work is \$30,000.

Should you have any questions, please contact me at 405-752-1122.

Respectfully Submitted,



Robbie Williams, P.E.

RW/js

Attachment

cc: File A167/Pay Claims - PSI



Engineering • Consulting • Testing

Professional Service Industries, Inc.
www.psiousa.com

OKLAHOMA CITY CS DEPT
OKLAHOMA CITY, OK 73129-5647
(405) 632-8800

Federal ID 37-0962090

Handwritten initials: VOK RWS

TRIAD DESIGN GROUP
3020 NW 149TH STREET
OKLAHOMA CITY OK 73134

CITY OF YUKON
PO BOX 850500
YUKON, OK 73085

Summary table with columns: Customer #, Purchase Order, Project Number, Date, Invoice #, Page

Project: YUKON FIRE STATION

Main invoice table with columns: Date, Work Order Nbr, Description, Quantity, Unit Cost, Amount. Includes sub-totals for Invoice Total and Balance Due.

TERMS: NET 30 DAYS. A SERVICE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE ADDED TO ALL PAST DUE ACCOUNTS.

To assure proper credit to your account, please return this remittance stub with your check made payable to PSI.

Please mail remittance to:

Remittance stub table with columns: Customer #, Invoice #, Project Number, Amount Enclosed

Professional Service Industries, Inc.
16707 Collections Center Drive
Chicago, IL 60693

EXHIBIT A
 YUKON MUNICIPAL AUTHORITY
 (Yukon, Oklahoma)
 SALES TAX AND UTILITY SYSTEM REVENUE BONDS
 SERIES 2011

PAYMENT REQUISITION
 YUKON MUNICIPAL AUTHORITY
 CONSTRUCTION FUND
 Project Account

TO: Bank of Oklahoma, N.A., Trustee

FROM: Yukon Municipal Authority

DATE:

Pursuant to the provisions of the General Bond Indenture dated June 1, 1996, and Supplemented by the Supplemental Bond Indenture dated January 1, 2011 by and between Yukon Municipal Authority and Bank of Oklahoma, N.A., Oklahoma, as Trustee, you are directed to pay Creditor from the Construction Fund of said Authority as indicated below, the amounts shown for the purposes set forth in this Requisition.

*Professional Service Industries, Inc.
 16707 Collections Center Dr.
 Chicago, IL 60643*

CREDITOR 81-9130-16-2
TRUST NO.

ITEM		ITEM NO.
<i>11/3/11</i>	<i>Pothole Repairs</i>	<i># 1,426.55</i>
DATE	PURPOSE	AMOUNT

AUTHORIZATION AND CERTIFICATE OF GENERAL MANAGER

With reference to the above requisition, the undersigned certifies:

The above requisition is approved.

Each obligation therein has been properly incurred and is now due and unpaid and that insofar as such obligation was incurred for work, materials, equipment or supplies, such work was actually performed, and such materials, equipment or supplies were actually installed or delivered to or for the Project as evidenced by

the certificate of the supervising architect or engineer or other appropriate certification.

That obligations in the stated amounts have been incurred by the Authority and that each item is a proper charge against the Yukon Municipal Authority Construction Fund and has not been paid.

That there has not been filed with or served upon the Yukon Municipal Authority notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to any of the persons, firms, or corporations named in such requisition, which has not been of such obligation.

That such requisition contains no item representing payment on account of any retained percentages which Yukon Municipal Authority is at the date of such certificate entitled to retain.

YUKON MUNICIPAL AUTHORITY

Chairman or Vice Chairman

Date

Date Approved: _____

Date Paid _____

Authorized Officer

Submit in triplicate:

1 to Bank

1 to General Manager

1 to City



September 12, 2011

Matt Maly
Public Works Director
City of Yukon
P.O. Box 850500
Yukon, OK 73085

**Re: 2011 Concrete and Asphalt, Drainage, Water & Sewer Contract
Yukon Pothole Repairs-Cimarron-Wilshire**

Dear Mr. Maly,

Please find attached PSI, Inc. Invoice # BR00120037 in an amount of \$1,426.35 which we recommend payment.

Should you have any questions, please contact me at 405-752-1122.

Respectfully Submitted,

Robbie Williams
Robbie Williams, P.E.

RW/js

Attachment

cc: File E195



Engineering • Consulting • Testing

Professional Service Industries, Inc.

www.psiusa.com

OKLAHOMA CITY CS DEPT
OKLAHOMA CITY, OK 73129-5647
(405) 632-8800

Federal ID 37-0962090

Trayson Bottom

TRIAD DESIGN GROUP
3020 NW 149TH STREET
OKLAHOMA CITY OK 73134

CITY OF YUKON
PO BOX 850500
YUKON, OK 73085

Customer #	Purchase Order	Project Number	Date	Invoice #	Page
913942		0546561	08/31/11	BR 00120037	0001

Project: YUKON POTHOLE REPAIRS - CIMARRON - WILSHIRE

Date	Work Order Nbr	Description	Quantity	Unit Cost	Amount
07/28/11	0546561-1	ENGINEERING TECH, CON (HR)	3.00	54.25	162.75
07/28/11	0546561-1	TEST EVAL-REPORT REVIEW	.30	124.50	37.35
07/28/11	0546561-1	TRIP CHARGE (EA)	1.00	26.25	26.25
07/28/11	0546561-1	CON, COMPST-6X12" CYL (EA)	4.00	19.25	77.00
07/29/11	0546561-2	SAMPLE/CYL PICKUP (HR)	.30	124.50	37.35
07/29/11	0546561-2	TRIP CHARGE (EA)	2.00	54.25	108.50
08/02/11	0546561-3	ENGINEERING TECH, CON (HR)	1.00	26.25	26.25
08/02/11	0546561-3	TRIP CHARGE (EA)	3.00	54.25	162.75
08/02/11	0546561-3	TEST EVAL-REPORT REVIEW	1.00	26.25	26.25
08/02/11	0546561-3	CON, COMPST-6X12" CYL (EA)	.30	124.50	37.35
08/02/11	0546561-3	TEST EVAL-REPORT REVIEW	4.00	19.25	77.00
08/03/11	0546561-4	SAMPLE/CYL PICKUP (HR)	.30	124.50	37.35
08/03/11	0546561-4	TRIP CHARGE (EA)	2.00	54.25	108.50
08/16/11	0546561-5	ENGINEERING TECH, CON (HR)	1.00	26.25	26.25
08/16/11	0546561-5	TRIP CHARGE (EA)	3.00	54.25	162.75
08/16/11	0546561-5	TEST EVAL-REPORT REVIEW	1.00	26.25	26.25
			.30	124.50	37.35
Invoice Total:					*Continued*

TERMS: NET 30 DAYS. A SERVICE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE ADDED TO ALL PAST DUE ACCOUNTS.

To assure proper credit to your account, please return this remittance stub with your check made payable to PSI.

Please mail remittance to:

Customer #	Invoice #	Project Number	Amount Enclosed
913942	BR 00120037	0546561	

Professional Service Industries, Inc.
16707 Collections Center Drive
Chicago, IL 60693



Engineering • Consulting • Testing

Professional Service Industries, Inc.

www.psiusa.com

OKLAHOMA CITY CS DEPT
OKLAHOMA CITY, OK 73129-5647
(405) 632-8800

Federal ID 37-0962090

TRIAD DESIGN GROUP
3020 NW 149TH STREET
OKLAHOMA CITY OK 73134

CITY OF YUKON
PO BOX 850500
YUKON, OK 73085

Customer #	Purchase Order	Project Number	Date	Invoice #	Page
913942		0546561	08/31/11	BR 00120037	0002

Project: YUKON POTHOLE REPAIRS - CIMARRON - WILSHIRE

Date	Work Order Nbr	Description	Quantity	Unit Cost	Amount
08/16/11	0546561-5	CON, COMPST-6X12" CYL (EA)	4.00	19.25	77.00
08/16/11	0546561-5	TEST EVAL-REPORT REVIEW	.30	124.50	37.35
08/17/11	0546561-6	SAMPLE/CYL PICKUP (HR)	2.00	54.25	108.50
08/17/11	0546561-6	TRIP CHARGE (EA)	1.00	26.25	26.25

Invoice Total: 1,426.35

Balance Due: 1,426.35

TERMS: NET 30 DAYS. A SERVICE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE ADDED TO ALL PAST DUE ACCOUNTS.

To assure proper credit to your account, please return this remittance stub with your check made payable to PSI.

Please mail remittance to:

Customer #	Invoice #	Project Number	Amount Enclosed
913942	BR 00120037	0546561	

Professional Service Industries, Inc.
16707 Collections Center Drive
Chicago, IL 60693

THE CITY OF YUKON, OKLAHOMA & THE YUKON MUNICIPAL
AUTHORITY'S INVESTMENT POLICY
For the Operating Funds
of the City of Yukon & Yukon Municipal Authority

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XII.	Record Keeping and Reporting
XIII.	Certification
XIV.	Investment Policy Adoption

I. Policy:

This Investment Policy (“Policy”) is adopted pursuant to Title 62 O.S. §348.1 through Section 348.3 (“Investment of Funds Act”) and constitutes the written investment policy directing the investment of funds of the City of Yukon, Oklahoma (“City”) and the Yukon Municipal Authority (“YMA”).

The Yukon City Charter and state law provide for differing conflict of interest provisions concerning municipalities and public trust authorities. To ensure compliance with these regulations, the investments of the City shall be separately pooled and invested from the funds of the YMA. For purpose of this Policy and simplicity, the terms City, City Manager, City Attorney, City Clerk, City Council shall be used when referring to City and YMA investments, instead of the proper reference of YMA, Trust Manager, Trust Attorney, Secretary and Board of Trustees, respectively.

This Policy applies to all financial assets of the City and YMA that are accounted for in the City and YMA’s Annual Financial Report, together with any additional Funds that are hereinafter created by action of the City, unless specifically exempted, but shall not apply to Police and Fire Pension Funds and employee retirement funds, which are managed and administered through a third party administrator and are exempt from this Policy.

The public monies of the City will be invested in a manner which will provide the highest investment return possible with special consideration to maximizing safety of investments and managing reasonable liquidity procedures to meet the daily cash flow demands of the City while conforming to the Oklahoma Constitution, the laws of the State of Oklahoma and the Yukon City Charter.

II. Prudence:

The “prudent investor rule” shall be applied in the context of managing the City’s overall portfolio; namely, the Treasurer shall invest in investments which are authorized by the Investment of Funds Act using the judgment and care under the circumstances then prevailing that persons of prudence, discretion and intelligence exercise in the management of their own affairs, not in regard to speculation but in regard to the permanent disposition of their funds, considering the probable income as well as the probable safety of their capital. (See 60 O.S. §175.70). The Treasurer, or designees, acting in accordance this Policy,

and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

III. Objective:

The investment objective of the City is to invest available cash in accordance with the following order of priority:

A. Safety:

Safety of principal is the foremost objective of the City's investment program. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital of the portfolio. This objective will be to minimize credit risk and interest rate risk.

B. Liquidity:

Criteria for investing the public funds will be to meet the operational and organizational needs of the City through availability of funds.

C. Return on Investment:

The rate of return on the invested funds will be so that the prevailing interest rate is comparable to the market and economic climate of the City at the time the transaction is executed taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio.

IV. Responsibility:

The City Council delegates management responsibility of the investment program to the Treasurer and his/her designee, under the direction of the City Manager. This responsibility includes compliance with the Policy, performance monitoring and reporting, market value review and reporting, review of eligible investment institutions, determination of investable cash, placement of investments, preparation of appropriate accounting entries and preparation of periodic investment reports to the City Council.

The City Council also delegates responsibility to the Treasurer or designee

to maintain written procedures to implement the terms and conditions of the Policy. These procedures may concern authorized investment institutions and financial dealers, safekeeping, depository, and wire transfer agreements and other contracts of this nature.

V. Ethics and Conflicts of Interest:

The City Council, City Manager, City Treasurer or designee, and all officers and employees of the City shall comply with all provisions of the Oklahoma Constitution, Yukon City Charter and state law pertaining to public monies and conflicts of interest. Such provisions include but are not limited to Article X, Section 11 of the Oklahoma Constitution (“Officer Receiving Interest, profit or perquisites”), 11 O.S. §8-113 (“Certain Officers and Employees Prohibited from Conducting certain business with the municipality”), 60 O.S. §178.8 (“Conflict of Interest – Transactions Exempt”), and 62 O.S. 371 (“Contracts with Officers Void”). These provisions are incorporated herein as if fully set out. In some instances, the conflict could prohibit a given transaction. In other instances, the officer or employee is required to fully disclose the conflict of interest. The officers and employees should consult the City Attorney concerning any potential conflict of interest and may rely in good faith upon any written City Attorney opinion. Even if the matter does not involve one of the above conflict of interest provisions, officers and employees should refrain from personal business activity that could conflict with their proper execution of this Policy, or which could impair their ability to make impartial investment decisions. Officer, employees and investment officials shall disclose any material financial interests in financial institutions that conduct business with the City or the YMA.

VI. Authorized Institutions:

The Treasurer shall deposit city funds in institutions which comply with all other aspects of the investment policies set forth herein. Preference shall be given first to institutions whose primary corporate offices lie within the boundaries of the City of Yukon; however, discretion to deposit monies in other authorized investment institutions shall be given to the Treasurer in order to maximize the effectiveness of City investments.

VII. Authorized & Suitable Investments

Investments of the City's monies will be limited to those investment types authorized by the Constitution and the laws of the State of Oklahoma for the investment of public funds; namely:

- A. Obligations of the United States government, its agencies and instrumentalities;
- B. Collateralized or insured certificates of deposit and other evidences of deposit at banks, savings banks, savings and loan associations and credit unions located in this state, or fully insured certificates of deposit at banks, savings banks, savings and loan associations and credit unions located out of state;
- C. Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings bank, a savings and loan association or a state-licensed branch of a foreign bank. Purchases of negotiable Certificates of deposit shall not exceed ten percent (10%) of the surplus funds of the city which may be invested pursuant to this section. Not more than one-half (1/2) of the ten percent (10%) limit shall be invested in any one financial institution specified in this paragraph;
- D. Prime banker's acceptances which are eligible for purchase by the Federal Reserve System and which do not exceed two hundred seventy (270) days maturity. Purchases of prime banker's acceptances shall not exceed ten percent (10%) of the surplus funds of the city which may be invested pursuant to this section. Not more than one-half (1/2) of the ten percent (10%) limit shall be invested in any one commercial bank pursuant to this paragraph;
- E. Prime commercial paper which shall not have a maturity that exceeds one hundred eighty (180) days nor represent more than ten percent (10%) of the outstanding paper of an issuing corporation. Purchases of prime commercial paper shall not exceed seven and one-half percent (7 1/2%) of the surplus funds of the City which may be invested pursuant to this section;
- F. Repurchase agreements that have underlying collateral consisting of those items specified in paragraphs A through E of this subsection; and

- G. Money market funds regulated by the Securities and Exchange Commission and which investments consist of those items and those restrictions specified in paragraphs A through F of this subsection.

VIII. Maturities and Diversification:

The City will diversify its investment portfolio. To eliminate risk of loss resulting from the over-concentration of assets in a specific maturity, issuer, or class of securities, all cash and cash equivalent assets shall be diversified by maturity, issuer and class of security as is deemed prudent by the Treasurer. Except in cases of specifically matched cash flows, for debt service payments, payroll, or other cash flow considerations as determined by the Treasurer or designee, the portfolio will be structured within the following guidelines:

Maturity Limitations
Percentage of Total Invested Principal

	Maximum %	Minimum %
0-1 year	100%	10%
1-3 years	75%	0%
3-5 years	75%	0%

Investment Type Limitations
Percentage of Total Invested Principal

	Maximum%	Minimum %
Repurchase Agreements	50%	0%
U.S. Treasury Securities	75%	0%
Certificates of Deposit	100%	0%
Money Market Funds	100%	0%
Savings Accounts	100%	0%

To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements, while maintaining adequate liquidity for meeting monthly operating needs. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five (5) years from the date of purchase or in accordance with state and local statutes and ordinances. Reserve funds and other funds with longer-term investment horizons, may be invested in securities exceeding five (5) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of funds. The Treasurer or designee may accept the collateralization of its surplus cash, certificates of deposit and repurchase agreements using longer dated securities provided such maturity dates do not exceed ten (10) years.

IX. Performance Standards:

The investment portfolio will be designed to obtain a market average rate of return during budgetary and economic cycles, taking into account the City's investment risk constraints and cash flow needs. Given this strategy, the basis used by the Treasurer or designee to determine whether market yields are being achieved shall be the one (1) year U.S. Treasury Bill and the average Fed Funds rate and/or periodic polling of one (1) year maturity CD rates offered by area financial institutions, including but not limited to those financial institutions located or with branches in Yukon, Mustang, Bethany, El Reno, and Oklahoma City.

X. Collateralization:

The Treasurer or designee is authorized by statute to invest in certain securities when those securities are collateralized, as evidenced by pledge of joint custody. In all cases of collateralization, the collateral shall be held by a third party custodian, with whom the City has a current custodial agreement or be held in the name of both parties by the Federal Reserve Bank servicing Oklahoma. The custodian shall issue a custody receipt to the Treasurer or designee identifying the security and stating that it is pledged to the City.

In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 100% of market value of principal and accrued interest. Collateral will be limited to securities

allowable for investments by state laws as provided in Article VII herein.

The Treasurer or designee shall verify as appropriate, and at least quarterly, that the market value of collateral pledged is sufficient to cover the security and any additional deposits at the institution. The Treasurer or designee shall have the discretion to refuse any instrument as inappropriate collateral, notwithstanding the specific provisions of this Policy, so long as such collateral protects 100% of the value of the City's monies for the term of the investment.

XI. Internal Control:

The Treasurer or designee shall establish an annual process of audit review by an external auditor. This review will provide internal control by assuring compliance with this Policy and implementing policies and procedures.

XII. Record Keeping and Reporting:

All investment transactions will be recorded in the City's general ledger accounting system. Records of the Treasurer or designee and Finance Department shall be reconciled on at least a monthly basis. The Treasurer or designee will reconcile at least semi-annually the confirmations in custody to the safekeeping statements submitted by the safekeeping institutions. Each safekeeping institution shall be under contractual agreement to provide such services. Records will be maintained in an appropriate investment tracking system.

XIII. Certification:

A copy of this Policy will be provided upon request to the senior management of any financial institution which is approved to transact business with the City in order that it is apprised of the policies of the City.

XIV. Investment Policy Adoption:

The City investment policy shall be adopted by approval of the City Council (see section I, paragraph 2). Any changes to this policy shall also require approval of the City Council.

Grayson,

You will find the quotes for our alerting system attached. As you well understand this equipment is essential in our response to incidents. There are some differences between "First-In" and the "Phoenix" system. The "Phoenix" system quote does not include installation. The company representative advised we could add up to 30% for the complete installed price. This would make the final price in excess of \$46,000. We would also be responsible for getting the install contractor.

My recommendation is the First-In alerting system by Westnet. They just completed work for the Oklahoma City Fire Department. OCFD has been pleased with the system. Their representatives have been helpful and responsive with answers to any of my questions. Their total installed price is ~~\$42,000.00~~ Westnet also has experience in updating existing systems such as our current station. They have been working to update all of OCFD fire stations with excellent results. We have an \$18,000 allowance to modify our current station. (01210-2 part G. spec. book)

This system is fully compatible with our CAD software and will help relieve some of the burden of dispatch by automation of some procedures.

I must note that I have been working with a third vendor trying to get a quote. I started the process in July of this year and have done all I can to get a third bid. I had the representatives in my office. I e-mailed the building plans and called several times. I was promised a quote by this week and have yet to receive it. If I receive it before the council meeting I will add it to the process. However, I would be reluctant to recommend their work because of their seeming lack of interest to send a simple quote.

I am at your service to answer any questions you may have about the system or the process.

Kevin Jones



15542 Chemical Lane
Huntington Beach, CA 92649

WESTNET, INC.
www.firestationalerting.com

Phone (800) 807-1700
Fax (714) 901-5610

Bid Quote

To: Yukon Fire Department/Fire Chief Ke
302 South Fifth St
Yukon
OK 73099
Phone :405-409-8363 Fax #

Quote Number: 101211-A
Order Date: 10/12/2011
Shipping Method: 5
FOB: Westnet
Terms: See Below
Delivery Date: 90-120 Days
ARO

Project: Smart Station Alerting Quote

Material:

Model/Part #	Description	Qty
FIN-ETH	Ethernet Data Activated First-In MCU	1
SSAT-35C	Satellite Controller	-
SSAT	Satellite	-
SSAT35C-OS	Satellite Controller With Outside Speaker	1
SS-AST	Smart Station Alerting Strobe - 2 Lights	1
SS-OS	Smart Station Outside Speaker	-
SPC1000	On-Line UPS	-
SDRM38V-SM	Dorm Remote - Surface Mount	-
SDRM38V-FM	Dorm Remote W/ Mounting Kit & Remote Litg.	-
SCR28-24VC5	Control Remote (used with Smart Station)	1
SCR28-24VTX	Control Remote (used with Comand System)	-
FINISO1P	Radio Isolation Module - Single Channel	-
FINISO4P	Radio Isolation Module - Four Channel	1
FIN-AUX01	First-In Auxiliary Module	1
DLSP	Data Line Surge Protector	1
S99LM	99 Line Module	-
SPMT1	Station Paging Module	-
SHPA150	High Power Paging Audio Module (w/Speaker)	-
SHPA150-D	High Power Paging Audio Module (w/Two Speake	-
SPHS	Additional HPA Paging Horn Speaker	-
SSMU16	Messenger Module - 1 line display	-
SSMU-J	Jumbo Messenger Module - 4 Line Display	-
SSIL	Silencer	-
SS-DVCS	Dynamic Volume Control Switch	-
SSPK - SW	Smart Station Speaker Switch	-
SDBS	Doorbell Switch Assembly	1
SSETS	Emergency Switch	1
SSTSW	System Test Button	-
SS-ABTTMR	App Bay Turnout Timer	1
	Reset Switch	-
SSTTMR	Smart Station Turnout Timer	-
SACTXTLTG	Active X-It Light Module - 2 - 7.5 Strips -1- Mod	-
SKL-0410	Knight Light System - 2 - 7.5 Strips -1- Mod	10
SS-CCI-05	Apparatus Bay Company Indicator	-
SPC100028V	Power Module w/On-Line UPS and 28v output	2
SSATKIT	Satellite Mounting Kit	-
CADIC	Multi-Station Dispatch Alerting Software	-
FRMKITDual	MCU Dual Rack Mount Kit	-
WN1825	UPS Mounting Bracket	-
SW-Exp-01	Expander Module for Emergency Buttons	-

NOTES: Prepared By: Dawn Matheny

Terms are 40% down, 50% upon delivery, 10% upon acceptance.

In the event that taxes, other than sales tax apply to the purchase of this equipment, said taxes will be paid by the customer.

IMPORTANT - Any equipment drawings included with this quote are for quoting purposes only and are not to be used as working drawings unless such drawings are labeled "Installation Drawings".

Warranty is in Huntington Beach. See attached Limited Warranty.

ALL TERMS TO BE DECIDED AND UPHELD UNDER UNITED STATES LAW.

Smart Station Cabling	2
Technical Support	INCLUDED
Permit Fee	.
Installation Supplies	.
2 Position Computer System for Dispatch	.
Commissioning & On-Site Training	INCLUDED
Shipping and Handling Charges	INCLUDED
Sales Tax	0.000%

TOTAL INSTALLED PRICE:

~~14,250~~

WESTNET.

First-In Fire Station Alerting Systems



www.firestationalerting.com

NOTE Quote is good for sixty days. Manufacturer's warranties apply on all parts. First-In warranty is provided by Westnet and consists of one-year parts and labor. Warranty does not apply to damage resulting from outside agencies or extraneous circumstances. Installation labor for any other items is ninety days. This quote is based on the reasonable assumption that the fire station is prepared to accept the above listed parts and that any existing equipment involved with the fire station alerting be in good working order or that it will be prior to commencement of the First-In installation. Westnet has made reasonable attempts to verify that conditions are satisfactory such that installation may occur. However, should an occurrence arise where further parts, labor and/or engineering are necessary, the job may be suspended until approval for the additional work is obtained from the customer.

If payment is not received by 30 (thirty) days from the date of invoice, a late charge of 1.5% per month of the unpaid balance will be charged to that particular invoice.

Clarifications: This proposal reflects those costs for the described work which can be reasonably assumed from the information provided, the right is expressly reserved to make claim for those costs which could not be reasonably assumed and for the extension of time that could result.

This proposal is not valid if access for work required is covered up by other construction trades.

This proposal excludes conduit system, if required. It is assumed that conduit has been provided by others to within eight feet of each device shown and box is provided at those device locations. All that is necessary to reach the device from the conduit system is included.

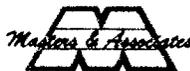
This proposal is based upon the assumption that the installation of the conduit system, if required, is correct per conduit installation drawings issued by Masters & Associates.

This proposal excludes conduit, if required, in the walls for devices. It is assumed that conduit, if required has been installed by others properly in accordance with installation drawings issued by Masters & Associates.

This proposal is based upon issuance and updates if changed, of construction schedule which indicates sufficient scheduled time and proper sequencing for the installation of this system.

This proposal excludes electrical circuits and devices required for certain system devices. It is assumed that these circuits and devices will be install correctly by other at locations shown on the installation by Masters & Associates. This proposal excludes permits costs and fees, union, federal or prevailing wages.

If conduit is required by specifications conduit to be by others. Dorm Remotes require two 3/4" conduits and a Hoffman # A-SE10X8X4 nema 1 box in the wall at each location. In exposed ceilings, 3/4" conduit and box to each device location. Door Bell Assembly, Smart Station Speaker Switch, Emergency Test Switch, System Test Button and Acknowledgement Button require a deep single gang box and 3/4" conduit at each location. Power Modules require a deep single gang box with a 3/4" conduit and a 120 volt receptacle at each location. Messengers, Jumbo Messengers and First In MCU require a 120 volt receptacle at each location.



Distribution and Installation
1501 Wallace Dr. Ste. 120 Carrollton, Texas 75006
(469) 568-4900 (469) 568-4823 Fax

Yukon City Council Minutes December 20, 2011

The Yukon City Council met in regular session on December 20, 2011 at 7:00 p.m. in the Council Chambers of the Centennial Building, 12 South Fifth Street, Yukon, Oklahoma.

The invocation was given by Rev. Bob Younts, First United Methodist Church.
The flag salute was given in unison.

ROLL CALL: (Present) John Alberts, Mayor
 Bob Bradway, Council Member
 Ken Smith, Council Member
 Dewayne Maxey, Council Member
 Nick Grba, Vice-Mayor
(Absent)

OTHERS PRESENT:

Mike Segler, City Attorney	Tammy Kretchmar, Asst. City Manager
Robbie Williams, City Engineer	Doug Shivers, City Clerk
Mitch Hort, Community Development Director	Frosty Peak, Emergency Management Director
Gary Cooper, Information Technology Director	Bill Stover, Asst. Public Works Director
Michael Malmfeldt, City Treasurer	Matt Maly, Public Works Director
Jan Scott, Parks and Recreation Director	Cheryl Dunn, Finance Department
John Corn, Acting Police Chief	Philip Merry, Finance Department

Presentations and Proclamations

There were no Presentations or Proclamations.

••• Visitors

Mr. Vince Orza of KSBI-TV addressed the Council regarding the extensive amount of local coverage his locally-owned station provides to Oklahoma, and then noted that he had been advised that Cox Cable wanted to drop the station from its available channels. He asked the Council to consider this information when the Cox franchise agreement next came up for discussion.

(Recess as Yukon City Council and Reconvene as Yukon Municipal Authority)

1A. YMA Consent Docket

This item is placed on the agenda so the Yukon Municipal Authority, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet with the approval of all Authority Members, that item will be heard in regular order.

The City Manager recommends a motion to approve:

- A) The minutes of the regular meeting of December 6, 2011**
- B) Payment of material claims in the amount of \$227,247.65**

The motion to approve the YMA Consent Docket, consisting of the approval of the minutes of the regular meeting of November 1, 2011, and Payment of material claims in the amount of \$474,013.94, was made by Trustee Smith and seconded by Trustee Maxey.

2A. Present, Discuss, and Consider accepting the Fiscal Year 2010-2011 Yukon Municipal Authority Audited Financial Report, as prepared by CBEW Professional Group, LLP

The motion to accept the Fiscal Year 2010-2011 Yukon Municipal Authority Audited Financial Report, as prepared by CBEW Professional Group, LLP, was made by Trustee Bradway and seconded by Trustee Smith.

City Treasurer Michael Malmfeldt introduced Chuck Crooks of CBEW Professional Group, LLP, who oversaw the audit. Mr. Crooks thanked the Council for the opportunity to perform the Audit, and then explained briefly what the audit covered and what items were examined.

Mr. Crooks stated that the audit was unqualified, meaning that it was "clean". He said there were no findings on internal controls or compliance. He explained that in performing the audit, all areas are examined. He mentioned that utility billings and collections are tested, capital items are located, and other departments have their controls tested, as examples of what the audit consists of.

Trustee Bradway asked if the procedure was to go to the source documents, backtrack to the item, and then if there was an issue, to note this in the deficiencies, and Mr. Crooks confirmed. Chairman Alberts asked if there were any suggestions, and Mr. Crooks explained that he had conducted an exit

conference with City Manager Bottom after the audit was concluded, and it was there that suggestions were made. He also stated that many of the suggestions were already implemented. There were no additional questions from the Trustees.

The vote:
AYES: Alberts, Bradway, Maxey, Smith
NAYS: None
VOTE: 4-0
MOTION CARRIED

(Adjourn as YMA and Reconvene as Yukon City Council)

1. Consent Docket

This item is placed on the agenda so the City Council, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet with the approval of all Council Members, that item will be heard in regular order.

The City Manager recommends a motion that will approve:

- A) The minutes of the regular meeting of December 6, 2011**
- B) Payment of material claims in the amount of \$535,504.86**
- C) Payment of Invoice No. 7987, in the amount of \$26,964, to Triad Design Group, for the Piedmont Road (SH 4) from Main Street (OK 66) to Northwest Expressway (SH 3) project, to be paid from Oklahoma City Escrow Account Funds**
- D) Moving the City Council meeting scheduled for Tuesday, July 3, 2012, to Monday, July 2, 2012, in order to avoid conflict with the Tribute to Veterans Ceremony**
- E) The medical disability retirement of Nancy Poteet**
- F) Setting the date for the next regular Council meeting for January 3, 2012, 7:00 p.m., in the Council Chambers of the Centennial Building, 12 S. Fifth St.**

The motion to approve the Consent Docket, consisting of the minutes of the regular meeting of December 6, 2011; payment of material claims in the amount of \$535,504.86; payment of Invoice No. 7987, in the amount of \$26,964, to Triad Design Group, for the Piedmont Road (SH 4) from Main Street (OK 66) to Northwest Expressway (SH 3) project, to be paid from Oklahoma City Escrow Account Funds; moving the City Council meeting scheduled for Tuesday, July 3, 2012, to Monday, July 2, 2012, in order to avoid conflict with the Tribute to Veterans Ceremony; the medical disability retirement of Nancy Poteet; and setting the date for the next regular Council meeting for January 3, 2012, 7:00 p.m., in the Council Chambers of the Centennial Building, 12 S. Fifth St., was made by Council Member Maxey and seconded by Council Member Smith.

The vote:
AYES: Maxey, Bradway, Smith, Alberts
NAYS: None
VOTE: 4-0
MOTION CARRIED

2. Report of Boards, Commissions and City Officials

There was no report.

3. Consider approving Resolution No. 2011–12, a Resolution authorizing the calling and holding of an election in the City of Yukon, Canadian County, Oklahoma, for the purpose of electing one Council Member from Ward 3 and one Council Member from Ward 4 for four-year terms ending in May, 2016.

The motion to approve Resolution No. 2011–12, a Resolution authorizing the calling and holding of an election in the City of Yukon, Canadian County, Oklahoma, for the purpose of electing one Council Member from Ward 3 and one Council Member from Ward 4 for four-year terms ending in May, 2016, was made by Council Member Bradway and seconded by Council Member Maxey.

The vote:
AYES: Maxey, Smith, Alberts, Bradway
NAYS: None
VOTE: 4-0
MOTION CARRIED

4. Present, Discuss, and Consider accepting the Fiscal Year 2010-2011 City of Yukon Audited Financial Report, as prepared by CBEW Professional Group, LLP

The motion to accept the Fiscal Year 2010-2011 City of Yukon Audited Financial Report, as prepared by CBEW Professional Group, LLP, was made by Council Member Bradway and seconded by Council Member Maxey.

The vote:

AYES: Bradway, Smith, Alberts, Maxey

NAYS: None

VOTE: 4-0

MOTION CARRIED

5. Consider approving an expenditure of funds in the amount of \$51,933.00 for the repair of composition roofs on multiple City buildings, to be paid from insurance reimbursement funds, and awarding the bid for said repairs to Preferred Roofing, as recommended by the Community Development Director

A motion to deny approving an expenditure of funds in the amount of \$51,933.00 for the repair of composition roofs on multiple City buildings, to be paid from insurance reimbursement funds, and awarding the bid for said repairs to Preferred Roofing, as recommended by the Community Development Director, was made by Council Member Bradway and seconded by Council Member Bradway.

Council Member Smith asked Mr. Bradway why his motion was to deny. City Attorney Segler explained that bid bonds of 5% were statutory for projects exceeding \$50,000.00, and that no bonds were submitted by any bidders; thus there were no qualified bidders. Mr. Smith asked if the motion could be made to accept the bid pending presentation of the bond, but Mr. Segler advised that this was not allowable under the law. Mr. Smith asked if the project went to bid again, and Mr. Bottom confirmed it would. Mayor Alberts asked an audience member if he had comments; the person identified himself as Jeff Gregory from SRI Construction, and he said he had asked about the need for a bid bond and was advised it was not necessary. Mr. Gregory then mentioned that his company had the lowest bid. Mayor Alberts advised that discussion on that matter was not appropriate at this time.

The vote:

AYES: Alberts, Smith, Maxey, Bradway

NAYS: None

VOTE: 4-0

MOTION TO DENY CARRIED

6. DISCUSSION ITEM – City of Yukon Investment Policy (John Alberts)

Mr. Bottom said that the Investment Policy had been presented to Council for review, and since then, the City Attorney had made minor changes. Staff was now satisfied with the document as written. He then introduced Russ Meacham, the City's financial advisor.

Mr. Meacham gave a brief summary of the need for an investment policy, said it was to allow for investing funds as determined by the Council, noted it was limited by several State Statutes, and that the guidelines for developing the policy were the safety of the funds, the liquidity of the funds, and the return on investment, in that order.

Mr. Maxey asked about the typical term of investments, and Mr. Meacham responded that it was usually one year, with the possibility of 18 to 24 months. Mr. Smith asked if the investment options were given to the City Treasurer, then given to the Council for approval, and Mr. Meacham affirmed. Mr. Bradway asked if investment proceeds were reinvested, and Mr. Bottom said the best plan was to "ladder" the investments so as to preserve liquidity. Mr. Bradway also asked what would be a reason to withdraw money, and Mr. Bottom said it would usually be an emergency.

Mayor Alberts asked if the policy complied with State Statutes and Mr. Meacham deferred to the City Attorney. Mr. Segler said it did comply. Mr. Alberts wondered if the Yukon policy was similar to any others, and Mr. Meacham noted that it compared to that of several other cities, and originated in Norman. Mr. Bottom asked if there were any unique features, and Mr. Meacham referred to investment percentages and maturity schedules for investments. Mr. Bottom also pointed out that the policy described when and where funds could be invested. Mayor Alberts asked Mr. Meacham if he was satisfied that the parts of the policy pertaining uniquely to Yukon were accurate, and Mr. Meacham replied that they were.

With no additional discussion, Mayor Alberts thanked Mr. Meacham for attending.

7. DISCUSSION ITEM – City Council Code of Ethics (Ken Smith)

Council Member Smith opened discussion by stating he had provided a sample code of ethics and felt it was a document that Yukon should have. He felt it was very reasonable, could be easily implemented, and was needed.

Mr. Bradway said he was not against a code of ethics, but that the example was long, and he did not feel it was necessary to have a lengthy codified document. He added that since the Council Members were already bound by law, a short mission statement would suffice.

Mr. Maxey said he had no problem with a code of ethics and did not see any changes needing to be made to the example.

Mayor Alberts provided additional research documents and examples. He mentioned a Civility resolution passed by the National League of Cities as pertinent, and also brought up the loyalty oath taken upon entering office. He asked that Council consider incorporating the information into any code of ethics that might be developed.

City Attorney Segler said he was just starting to review the information, and that there was a broad spectrum of pertinent laws, policies and other information, and he would be working to finalize an opinion.

Mr. Smith said he appreciated and respected everyone's thoughts and willingness to consider implementing such a document. He agreed that compliance with the law took priority, that civility should be addressed as well, and that he also appreciated the Mayor's efforts in contributing additional research.

Mayor Alberts stated that the loyalty oath could cover much of the subject, and he did not want to overlap. Mr. Smith said his goal was not to reinvent the wheel, and that the Codes in place in other cities would work well as guidelines. Mr. Alberts pointed out that even though many communities had comprehensive documents, they were still unique to those cities. He mentioned that Mr. Bradway felt a short statement would suffice, while Mr. Smith's guideline document was several pages long, and that there should be a happy medium.

Mr. Bradway again mentioned that if a problem occurred, punishment would be due to breaking the law, not violating the code of ethics, and that was why he felt a short statement would be sufficient. He also said that many people tended to ignore long documents, but that most would read a shorter statement.

Mr. Segler said he could have a recommendation and a draft ready for the second January meeting.

Mr. Smith felt that parts of the examples could easily be consolidated, and Mr. Bradway said it was not know what the issues in front of the governing bodies were at the times the example documents were drafted. Mayor Alberts said that some of the documents were not as long. He hoped Mr. Segler's recommendation would be a shorter document.

8. City Manager's Report – Information items only Mr. Bottom had no report.**9. New Business** None.**10. Council Discussion**

Mr. Bradway asked for the costs paid into ACOG annually. Mr. Maxey had no comments. Mr. Smith congratulated the City for the scope of activities provided during the holiday season, noting that the Sounds of the Season concert was excellent. He also gave kudos to Yukon merchants for the Shop Yukon program, which reached \$958,000 in sales benefitting Yukon.

Mayor Alberts mentioned a phone call he got in which the caller complimented Community Development Director Mitch Hort, and said that City staff made the Council look good. He said he had received other compliments regarding City activities, and stated again that Yukon was a great place to live, and he appreciated everyone's efforts.

11. Adjournment

John Alberts, Mayor

Doug Shivers, City Clerk

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01		Legislative				
12-45022	01-00101	City of Yukon (BankOne)ADM	Council Dinner 10/04/11	12/2011	Hensley's 086146	432.94
12-46926	01-00101	City of Yukon (BankOne)ADM	Cater-Thanksgiving Dinner	11/2011	TopshelfCater11/15	375.00
12-46928	01-02152	Frank Austin	Lease-10W Main-Jan12	1/2012	Jan '12	107.14
12-46937	01-05340	Canadian County After Dark	full page ad-Dec'11	12/2011	20110357	1,000.00
12-46963	01-05376	Canadian Cty Treasurer	property tax-Recreat	12/2011	16030 2011	87.00
12-46929	01-05388	Estate of Murial Carson	Lease-10W Main-Jan12	1/2012	Jan '12	435.72
12-46930	01-05390	Phil Carson	Lease-10W Main-Jan12	1/2012	Jan '12	107.14
12-46936	01-05450	CBEW Professional Group, LLProf	Srvs-10/11Audit	12/2011	20052	19,150.00
12-46931	01-06815	Compassionate Hands, Inc.	Mthly Contrib-Jan'12	1/2012	Jan '12	583.34
12-46293	01-08140	OpubCo Communications GroupAd	Christmas in the Park	11/2011	0001624686111130	149.75
12-46932	01-15003	Four H	Mthly Contrib-Jan'12	1/2012	Jan '12	100.00
12-46618	01-46940	Sam's Club Direct-G.E. Mone	Council dinner supplies	12/2011	4439	48.00
12-46934	01-59400	Kathryn Wright Rentals	DRLicBldgRent-Jan'12	1/2012	Jan '12	800.00
12-46958	01-60355	Xerox Corporation	color copier paper	12/2011	117277570	77.31
			copier paper	12/2011	117277570	316.80
			color copier paper	12/2011	117277570	73.26
12-46935	01-62000	Youth & Family Services,	Mthly Contrib-Jan'12	1/2012	Jan '12	833.34
12-46959	01-62200	Yukon Chamber of Commerce	'12 membership investment	12/2011	13797	680.00
12-46961	01-62900	Yukon Review Inc.	legal ad-ReqBids-AdmRemod	12/2011	YR46286	30.00
12-46962	01-62900	Yukon Review Inc.	display ad-HappyHolidays	12/2011	YR46427	756.00
DEPARTMENT TOTAL:						26,142.74
DEPARTMENT: 02		Finance				
12-46927	01-00102	City of Yukon (BankOne)FIN	office supplies	12/2011	Staples 7080549011	51.50
12-46939	01-07900	Custom Printing	1500 window envelopes	12/2011	134401	159.00
12-46960	01-62900	Yukon Review Inc.	City Clerk subscription	1/2012	730-1022 1/11/12	48.00
DEPARTMENT TOTAL:						258.50
DEPARTMENT: 03		Park Maintenance				
12-46812	01-00180	City of Yukon (BankOne)PW	uniform cleaning,ren	12/2011	Clean 50521057	25.07
12-46814	01-00180	City of Yukon (BankOne)PW	copy paper for pw	12/2011	Off Depot 59108613	70.00
12-46860	01-00180	City of Yukon (BankOne)PW	Christmas train whistles	12/2011	oriental 648715672	480.00
			freight	12/2011	Oriental 648715672	105.60
12-46752	01-29525	Locke welding	demurrage rental	11/2011	R2466	30.00
DEPARTMENT TOTAL:						710.67

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 04 Engineering						
12-46957	01-50700	Triad Design Group	A/E Srvcs-11/25/11	12/2011	8011	520.26
DEPARTMENT TOTAL:						520.26
DEPARTMENT: 05 Fire Department						
12-46397	01-00105	City of Yukon (BankOne)FD	Homme-Station Boots	12/2011	Galls 1685903	100.98
12-46772	01-00105	City of Yukon (BankOne)FD	Mayhew-flashlight,boots	12/2011	Galls 1665659	284.97
DEPARTMENT TOTAL:						385.95
DEPARTMENT: 06 Municipal Court						
12-46933	01-44380	George H Ramey	MunJudgeSrvc-Jan'12	1/2012	Jan '12	2,943.25
DEPARTMENT TOTAL:						2,943.25
DEPARTMENT: 07 Community Development						
12-45597	01-00107	City of Yukon (BankOne)CMD	lockes - supplies	10/2011	LDS 11012	48.00
12-46872	01-1	OFMA	OFMA Membership Blalock	12/2011	O 2099	50.00
12-46878	01-47660	Shred-It Oklahoma City	Doc.destruction-DC11	12/2011	10011057315	9.24
12-46868	01-70185	Frederick Blalock	reimb Inspector Licenses	12/2011	250298	35.00
DEPARTMENT TOTAL:						142.24
DEPARTMENT: 08 Library						
12-46791	01-00108	City of Yukon (BankOne)LIB	Food for Programs	12/2011	walmart 03339	68.66
12-46869	01-00180	City of Yukon (BankOne)PW	Plumbing Parts/Supplies	12/2011	Locke 16840876-00	14.16
			Plumbing Parts/Supplies	12/2011	Lowes 02166	11.47
12-46780	01-1	CareerTrack	worskhop Reg-w.Reeves	12/2011	C 12/15/11	149.00
12-46432	01-16230	Gale Group Inc	Large Print Standing Orde	12/2011	17398087	71.24
			Large Print Standing Orde	12/2011	17398618	116.77
			Large Print Standing Orde	12/2011	17401613	45.74
12-46870	01-44395	Recorded Books, LLC	Audio Books	9/2011	74383230A	20.55
			Audio Books	11/2011	74438590	223.00
			Audio Books	11/2011	74445835	198.00
			Audio Books	12/2011	74456850	117.80
DEPARTMENT TOTAL:						1,036.39

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 09 Administration						
12-46851	01-00101	City of Yukon (BankOne)ADM	Reg-Budget Process wkrshp	12/2011	OML 0225-3604-2625	85.00
12-46853	01-1	Oklahoma Travel Industry	Membership Dues	12/2011	O M2012129	250.00
DEPARTMENT TOTAL:						335.00
DEPARTMENT: 11 Police Department						
12-46081	01-00111	City of Yukon (BankOne)PD	prisoner meals	12/2011	walmart 08022	106.35
			prisoner meals	12/2011	walmart 02794	25.96
12-46484	01-00111	City of Yukon (BankOne)PD	Christmas dept. lunch	12/2011	Bad Brads 12-14-11	362.20
12-46461	01-32077	Midwest Trophy	uniform badges	12/2011	5578814	232.61
12-46737	01-48410	Special Ops Uniforms, Inc	Franklin winter coat	12/2011	172615	379.99
12-46800	01-50258	Thompson Publishing Group	OK State statutes	12/2011	824042102	540.00
12-45917	01-70240	John Brown	Fall '11 tuition reimb	12/2011	12-19-11	1,260.00
DEPARTMENT TOTAL:						2,907.11
DEPARTMENT: 12 Property Maintenance						
12-45714	01-00180	City of Yukon (BankOne)PW	office supplies for pw	12/2011	Staples 04636	18.58
12-46812	01-00180	City of Yukon (BankOne)PW	uniform cleaning,ren	12/2011	Clean 50521057	23.66
			hand sanit.dispenser	12/2011	Clean 50521057	3.61
12-46814	01-00180	City of Yukon (BankOne)PW	copy paper	12/2011	Off Depot 59108613	104.10
12-46941	01-37200	OK Gas & Electric	Service-4900Wagnerwa	11/2011	11/23/11 4900 wagn	87.01
12-46942	01-37200	OK Gas & Electric	Service-500 w vandam	11/2011	11/21/11 500 wVand	34.83
12-46943	01-37200	OK Gas & Electric	Service-900 Industri	12/2011	12/12/11 900 Indus	51.76
12-46944	01-37200	OK Gas & Electric	Service-500wvand112	12/2011	12/21/11 500van112	180.20
12-46945	01-37200	OK Gas & Electric	Service-500wvand113	12/2011	12/21/11 500van113	43.46
12-46946	01-37200	OK Gas & Electric	Service-500wvand130	12/2011	12/21/11 500van130	65.67
12-46947	01-37200	OK Gas & Electric	Service-500wvand131	12/2011	12/21/11 500van131	73.19
12-46948	01-37200	OK Gas & Electric	Service-2200SHolly132	12/2011	12/21 2200Holly132	226.92
12-46949	01-37200	OK Gas & Electric	Service-2200SHolly133	12/2011	12/21 2200Holly133	193.90
12-46951	01-37600	OK Natural Gas Co	Service-10 s 5th	12/2011	12/06/11 10 s 5th	3.19
12-46952	01-37600	OK Natural Gas Co	Service-100 s Ranchw	12/2011	12/07/11 100 s Ran	796.66
12-46953	01-37600	OK Natural Gas Co	TranspChrg-501 Ash	12/2011	12/14/11 501 Ash	298.51
12-46954	01-37600	OK Natural Gas Co	TranspChrg-1035 Indu	12/2011	12/14/11 1035 Indu	196.48
DEPARTMENT TOTAL:						2,401.73

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 14 Robertson Activity Center						
12-46866	01-00110	City of Yukon (BankOne)REC	White Christmas at RAC	12/2011	walmart 08942	73.86
12-46759	01-53450	United Linen - Uniform Re	Mops and Linens	12/2011	1457426	94.40
			Mops and Linens	12/2011	1461852	97.23
DEPARTMENT TOTAL:						265.49
DEPARTMENT: 15 Recreation Facilities						
12-46719	01-00110	City of Yukon (BankOne)REC	TLC Supplies	12/2011	Homeland 040287	14.95
			TLC Supplies	12/2011	Staples 65600	84.56
12-46731	01-00110	City of Yukon (BankOne)REC	Banner Paper	12/2011	DigiMed ORD 395418	133.00
			Banner Paper	12/2011	DigiMedia 4ND56185	200.00
12-46762	01-00110	City of Yukon (BankOne)REC	Winter/Spring Brochure	12/2011	Impressions 120161	91.30
12-46806	01-00110	City of Yukon (BankOne)REC	Fitness Equipment Repair	12/2011	Body Quest 11-1220	163.15
12-45709	01-00115	City of Yukon (BankOne)REC	Bunko Night supplies	12/2011	walmart 08620	122.25
12-46473	01-46940	Sam's Club Direct-G.E. Mone	Christmas Brk Camp suppli	12/2011	9757A	100.33
DEPARTMENT TOTAL:						909.54
DEPARTMENT: 16 Fleet Maintenance						
12-45139	01-00180	City of Yukon (BankOne)PW	parts to repair vehicles	12/2011	Napa 488159	224.66
12-45515	01-00180	City of Yukon (BankOne)PW	oil and lubricants	12/2011	OReily 0343-196612	7.99
12-45810	01-00180	City of Yukon (BankOne)PW	parts to repair vehs	12/2011	OReily 0343-196836	714.25
12-46326	01-00180	City of Yukon (BankOne)PW	parts to repair vehicles	12/2011	Hibdon Tire 100549	245.98
			parts to repair vehicles	12/2011	T&W Tire 4841182	90.00
			parts to repair vehicles	12/2011	T&W Tire 4841513	495.88
			parts to repair vehicles	12/2011	T&W Tire 4841983	162.75
			parts to repair vehicles	12/2011	Locke 16808226-00	230.47
			parts to repair vehicles	12/2011	Hart Supply 32243	348.00
			parts to repair vehicles	12/2011	F/X Tech 1016	60.00
12-46605	01-00180	City of Yukon (BankOne)PW	clutch, parts, labor	12/2011	InlandTrk 34-49697	3,096.37
12-46664	01-00180	City of Yukon (BankOne)PW	conduit, fittings	12/2011	Napa 486964	10.68
12-46754	01-00180	City of Yukon (BankOne)PW	300,000 bt heater	12/2011	Locke 16751078-00	1,445.29
12-46812	01-00180	City of Yukon (BankOne)PW	uniform cleaning,ren	12/2011	Clean 50521057	18.12
12-46811	01-18150	Hampel oil Distributors, Inun	leaded fuel	12/2011	90348374	5,032.91
			diesel fuel	12/2011	90348374	474.96
12-46752	01-29525	Locke welding	demurrage rental	11/2011	R2466	30.00
12-46813	01-53425	DOC/Union City Comm Corr	Ctppwp pay nov'11	12/2011	UC01-000076	125.56
			adm fee	12/2011	UC01-000076	12.56
DEPARTMENT TOTAL:						12,826.43

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 17 Human Resources						
12-46848	01-00117	City of Yukon (BankOne)HR	W-2 and envelopes	12/2011	Data Flow 62895	391.86
12-46938	01-05385	Suzanne R. Cannon, LPC, LAD	Dec'11 EAP Contract	12/2011	Dec '11	567.00
			Jan'12 EAP Contract	1/2012	Jan '12	567.00
12-46850	01-35050	Occupational Health Centers	injc care drug test	12/2011	254163086	68.50
12-46950	01-37470	OK Municipal League	bal due-shipping	7/2011	039951 A	5.50
12-46849	01-48420	Specialized Outpatient Serv	drug testing	12/2011	11302011-2	275.00
DEPARTMENT TOTAL:						1,874.86
DEPARTMENT: 19 Street Department						
12-46327	01-00180	City of Yukon (BankOne)PW	month rental	10/2011	USI 10-26-11	3,300.00
12-46812	01-00180	City of Yukon (BankOne)PW	uniform cleaning,ren	12/2011	Clean 50521057	32.25
12-46122	01-30680	Luther Sign Company	New signs, poles for coy	11/2011	8666	1,948.38
12-45300	01-47670	SignalTek, Inc.	signal light repair	11/2011	7720	230.76
12-46875	01-47670	SignalTek, Inc.	signal light repairs	12/2011	7756	2,192.75
DEPARTMENT TOTAL:						7,704.14
DEPARTMENT: 22 Insurance						
12-46955	01-45010	Rich & Cartmill, Inc.	Public Off Bd-City Manage	12/2011	w150082857 2012	100.00
DEPARTMENT TOTAL:						100.00
DEPARTMENT: 23 Technology						
12-46804	01-00123	City of Yukon (BankOne)TEC	Sandusky Cabinet	12/2011	staples 66375	284.99
12-46884	01-00123	City of Yukon (BankOne)TEC	ConnectCard NV'11	12/2011	Sprint 278524486-0	600.00
			ConnectCard DC'11	12/2011	Sprint 278524486-0	600.00
12-46885	01-00123	City of Yukon (BankOne)TEC	LongDist Srvc-DC'11	12/2011	AT&T 80255519112	50.21
12-46886	01-00123	City of Yukon (BankOne)TEC	Plexar Service-NV'11	11/2011	AT&T 405350891811	1,447.18
12-46887	01-00123	City of Yukon (BankOne)TEC	DirectDialSrvc-NV'11	11/2011	AT&T 405350891011	1,087.72
12-46776	01-06710	Coast To Coast Computer Pro	Q6470A Black	11/2011	C830778	69.00
			Q6470A Black	12/2011	A835214	357.00
			Q6472A Yellow	12/2011	A835214	238.00
			Q6473A Magenta	12/2011	A835214	238.00
12-46863	01-60351	Xerox Corporation	D242V CH lease NV'11	12/2011	058654595	1,341.73
			D242V CH meter usage	12/2011	058654595	9.29
			DC242 EFI leasesP'11	12/2011	058654596	261.04
DEPARTMENT TOTAL:						6,446.16

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT	
DEPARTMENT: 25		Emergency Management					
12-46805	01-00123	City of Yukon (BankOne)	TEC Return Shipping EOC Siren	12/2011	whelen 12-9-11	98.71	
			AT&T VAC Adapter	12/2011	Radio Shack 8545	22.99	
12-46862	01-00123	City of Yukon (BankOne)	TEC Ship EOC Unit box-repair	12/2011	Staples 62429	67.55	
DEPARTMENT TOTAL:						189.25	
FUND TOTAL:						68,099.71	

FUND: 36 - 96 ST Capital Improvement

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01 96 SALES TAX IMPROVEMENTS						
12-46411	01-00180	City of Yukon (BankOne)PW	Remodel Project	12/2011	Lowe 02315	62.87
			Remodel Project	12/2011	Locke 16829878-00	5.84
			Remodel Project	12/2011	Locke 16807281-00	147.91
			Remodel Project	12/2011	Lowe 02916	23.82
			Remodel Project	12/2011	Lowe 02857A	126.72
			Remodel Project	12/2011	Lowe 02057	124.50
			Remodel Project	12/2011	Locke 16807473-00	41.01
			Remodel Project	12/2011	Locke 16864409-00	183.34
			Remodel Project	12/2011	Lowe 02512	67.80
12-46781	01-1	Smart Technologies Inc.	Fire St. Cabling Project	12/2011	S 713602	2,744.00
12-46956	01-48510	Stanley Convergent Security	move motion detector	11/2011	8703233	190.00
DEPARTMENT TOTAL:						3,717.81
FUND TOTAL:						3,717.81

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 23		Special Events				
12-46855	01-00101	City of Yukon (BankOne)ADM	Christmas Party Supplies	12/2011	North Pole 346243	80.00
			Christmas Party Supplies	12/2011	Hallmark7851	5.94
			Christmas Party Supplies	12/2011	walmart 07229	210.37
			Christmas Party Supplies	12/2011	YukonTrophy1211155	48.00
			Christmas Party Supplies	12/2011	Pizza Hut 12/09	122.50
			Christmas Party Supplies	12/2011	Baker Photo 021578	60.00
12-46852	01-00110	City of Yukon (BankOne)REC	Ladies Luncheon	12/2011	Alfredos 1141	498.00
12-46888	01-00110	City of Yukon (BankOne)REC	Pizza for the Employee Ch	12/2011	Cici's 000081	20.00
DEPARTMENT TOTAL:						1,044.81
DEPARTMENT: 27		** INVALID DEPARTMENT **				
12-46762	01-00110	City of Yukon (BankOne)REC	Winter/Spring Brochure	12/2011	Impressions 120161	800.00
DEPARTMENT TOTAL:						800.00
DEPARTMENT: 43		Mabel Fry				
12-46740	01-00108	City of Yukon (BankOne)LIB	Books-Local vendors	12/2011	Scholastic 0004438	92.34
12-46779	01-04156	Book wholesalers, Inc.	Books-Adult	12/2011	231177D	601.78
DEPARTMENT TOTAL:						694.12
DEPARTMENT: 67		Police Department				
12-46715	01-00111	City of Yukon (BankOne)PD	training	12/2011	Dayl Donuts 055464	32.50
			training	12/2011	Dayl Donuts 044113	20.97
12-45896	01-1	Public Safety Conference	PubSafeConf reg-Kimbroug	11/2011	P 11-1121	115.00
DEPARTMENT TOTAL:						168.47
FUND TOTAL:						2,707.40

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01		Utility Billing				
12-46807	01-00170	City of Yukon (BankOne)UB	Office Supplies	12/2011	Staples 7080554037	64.65
			Office Supplies	12/2011	Staples 7080554037	115.80
12-46864	01-39960	Pitney Bowes	Mail sys Qtrly lease	12/2011	1960963-DC11	2,229.00
			Mail sys Qtrly lease	12/2011	1960963-DC11	726.00
DEPARTMENT TOTAL:						3,135.45
DEPARTMENT: 02		Water Distribution				
12-45139	01-00180	City of Yukon (BankOne)PW	parts to repair vehicles	12/2011	Napa 488159	12.69
12-45810	01-00180	City of Yukon (BankOne)PW	parts to repair veh's	12/2011	OReily 0343-196836	243.34
12-46012	01-00180	City of Yukon (BankOne)PW	sewer repairs	12/2011	Nance 0024950-IN	75.00
			meter repairs/ch out	12/2011	HD Supply 4182606	2,057.50
12-46326	01-00180	City of Yukon (BankOne)PW	parts to repair vehicles	12/2011	Ace 863010	21.78
12-46812	01-00180	City of Yukon (BankOne)PW	uniform cleaning,ren	12/2011	Clean 50521057	40.47
12-46817	01-00180	City of Yukon (BankOne)PW	tap saddles	12/2011	HD Supply 4200271	68.14
			tap saddle	12/2011	HD Supply 4200271	34.07
			clamps	12/2011	HD Supply 4200271	186.00
12-46803	01-1	Claims Management Resourc	labor	12/2011	C 700652462	498.45
			transportation	12/2011	C 700652462	110.50
			adm costs	12/2011	C 700652462	200.00
12-46811	01-18150	Hampel Oil Distributors, In	unleaded fuel	12/2011	90348374	828.32
			diesel fuel	12/2011	90348374	172.50
12-46957	01-50700	Triad Design Group	Eng Srvcs-11/25/11	12/2011	8011	905.04
DEPARTMENT TOTAL:						5,453.80
FUND TOTAL:						8,589.25

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01		Sanitation				
12-45139	01-00180	City of Yukon (BankOne)PW	parts to repair vehicles	12/2011	Napa 488159	50.73
12-46326	01-00180	City of Yukon (BankOne)PW	parts to repair vehicles	12/2011	Hydrdyne 510421472	202.36
			parts to repair vehicles	12/2011	Ace 863109	14.98
			parts to repair vehicles	12/2011	Hydrdyne 510425636	120.06
			parts to repair vehicles	12/2011	Roberts 5-632081	41.06
			parts to repair vehicles	12/2011	Seal 531737	29.97
			parts to repair vehicles	12/2011	HOW Rubber 79727	73.84
12-46812	01-00180	City of Yukon (BankOne)PW	uniform cleaning,ren	12/2011	Clean 50521057	8.13
12-46811	01-18150	Hampel Oil Distributors, In	unleaded fuel	12/2011	90348374	175.34
			diesel fuel	12/2011	90348374	1,940.04
12-46752	01-29525	Locke welding	demurrage rental	11/2011	R2466	36.00
DEPARTMENT TOTAL:						2,692.51
DEPARTMENT: 02		Recycling				
12-46940	01-16350	Carole Garner	VoiceMail-thru Jan12	12/2011	Jan '12	15.59
DEPARTMENT TOTAL:						15.59
FUND TOTAL:						2,708.10

FUND: 73 - Storm Water Enterprise

P.O.#	VENDOR #	NAME	DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01		Stormwater				
12-46811	01-18150	Hampel Oil Distributors, Inunleaded		12/2011	90348374	163.43
DEPARTMENT TOTAL:						163.43
FUND TOTAL:						163.43
GRAND TOTAL:						85,985.70

Technology Item Listing - January 3, 2012

Item #	Description	Model Number	Serial Number	Department
	HP Business InkJet 1200 PRINTER		TH4A412OK4	Parks & Rec
	HP Deskjet 6980 PRINTER		MY5BR5R205	Parks & Rec
	HP Deskjet 6980 PRINTER		MY61L7R0TY	Parks & Rec
	APC Smart-UPS 600		S95046204945	COURTS
	APC BACK-UPS PRO		FB9742935990	COURTS
	BROTHER MFC 3100C FAX		C2N245370	Parks & Rec
	3COM LINK BUILDER TP/81		01007HZB000855	COURTS
	HP DESKJET 560C		SG51S1B049	COURTS
	STAR SP200 RECIEPT PRINTER		700100A01039	COURTS
	EPSON LQ-1070+ PRINTER		1J81145625	COURTS
	EPSON LQ-2170 PRINTER		2NJY030630	COURTS



John Alberts, Mayor & Council Member Ward II
Nick Grba, Vice Mayor & Council Member Ward I
Dewayne Maxey, Council Member Ward III
Bob Bradway, Council Member Ward IV
Ken Smith, Council Member At Large

**From the Office of the
Emergency Management Director
Frosty Peak**

To: Grayson Bottom, City Manager
Date: 12/20/2011
Re: 2012 Emergency Management Performance Grant Agreement

Attached for review and council approval is the Emergency Management Performance Grant Agreement for Federal Fiscal Year 2012.

Thank you.

A handwritten signature in black ink, appearing to read "Frosty Peak", is written over the "Thank you." text.

City of Yukon

100 S. Ranchwood Blvd.
Yukon, Oklahoma 73099
Phone: 405.350.5413
Fax: 405.350.0786
fpeak@cityofyukonok.gov

ALBERT ASHWOOD
STATE DIRECTOR



MARY FALLIN
GOVERNOR

STATE OF OKLAHOMA
DEPARTMENT OF EMERGENCY MANAGEMENT

December 16, 2011

Frosty Peak
Yukon Emergency Mgmt
100 S. Ranchwood Blvd
Yukon, OK 73099

Dear Mr. Peak:

I am pleased to inform you that your application for Emergency Management Performance Grant (EMPG) funding has been approved in the amount of \$10,000.00 for Federal Fiscal Year (FFY) 2012. The award is contingent on verification of the required match. Just as future EMPG awards to the State of Oklahoma are not guaranteed future awards to local jurisdictions are not guaranteed. **FFY 11 SLA Sub-Grant recipients who have not closed out their scope of work will not receive FFY 12 payments.**

Twenty-five percent (25%) of the award will be paid following the receipt of the executed SLA agreement. The remaining payments will be based on the following schedule; Second Quarter (25%) and Third Quarter (25%). These payments will be made following the completion of a documented field assistance visit conducted by and Area Coordinator. The Fourth Quarter payment of 25% will be made following the receipt of the jurisdiction's written close-out report.

The enclosed agreement will need to be adopted by the governing body for your jurisdiction and both copies signed by the Chairman of that body. You will need to have this item placed on the agenda of the next available meeting of the governing body. The Chairman's signature will need to be attested to by the Clerk/Secretary and an official seal affixed. **One complete copy is for your records and only the signature page needs to be uploaded to Web EOC.**

If we can be of assistance to you, please contact your Area Coordinator or Steve Palladino, Chief Field Services Division (405) 521-2481.

Sincerely,

A handwritten signature in black ink, appearing to read "Albert Ashwood".

Albert Ashwood
State Director



1 **Article 3. Purpose**

2 The purpose of this agreement is to provide a sub-grant with of a portion of the
3 funds awarded to the State of Oklahoma under the Federal Emergency
4 Management Agency (FEMA)'s Emergency Management Performance Grant
5 (EMPG) program. The EMPG program encourages the development of
6 comprehensive disaster preparedness, response, and assistance plans, programs,
7 capabilities and organizations by the State and local governments.

8 **Article 4. Authorities**

9 The authorities for this award are:

10 The Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended,
11 42 U.S.C. § 5121 et. Seq. (the Stafford Act); Title 44, Code of Federal Regulations
12 (CFR), Part 302, et. Seq.; U.S. Department of Homeland Security Presidential
13 Directive 5 (HSPD-5); Oklahoma Emergency Management Act 2003, 63 O.S. 683. 1
14 et. Seq.; State Administrative Plan adopted by the Oklahoma Department of
15 Emergency Management.

16 **Article 5. Scope of Work**

17 **Minimum Task/Activity Requirements**

18 The following activities are the minimum task requirements that shall be
19 completed by the Political Subdivision:

- 20 I. **EMERGENCY OPERATIONS PLAN**. The Political Subdivision will update
21 its Emergency Operations Plan (EOP) during the performance period of the
22 SLA sub-grant. The process of updating the EOP should ensure the active
23 participation of a representative(s) from such organizations as:

- Law Enforcement
- Fire
- Emergency Medical Service
- Public Works
- Road and Bridges
- Parks and Recreation
- Private Industry
- Volunteer Organizations Active in Disaster (VOAD)
- Other organizations that would be called upon during emergencies and disasters.

Distribute changes, and a new **Approval Page** to all who have copies of the plan. Provide OEM with a hard copy of the signed and dated EOP approval page and an updated copy of the EOP in paper form or in an electronic format.

II. **EXERCISES.** The Political Subdivision shall have the option of conducting:

- a) Two (2) un-graded tabletop exercises.
- b) A graded functional exercise.
- c) A graded full-scale emergency exercise.

All exercise must comply with the minimum standards as set forth in the Department of Homeland Security's (DHS) Homeland Security Exercise and Evaluation Program (HSEEP) policies, guidance, and practices. Each graded exercise will be evaluated by a team comprised of a minimum of 2 evaluators. An Area Coordinator will serve as the lead evaluator and the state selected member(s) of the evaluation team will not be selected from the Political Subdivision(s) participating in the exercise. Additional evaluators may be selected by the Political Subdivision. The State evaluators will use an evaluation form that measures objective performance criteria as demonstrated by exercise participants. Graded exercises will receive either a

1 satisfactory or unsatisfactory rating. A jurisdiction that receives an
2 unsatisfactory rating on their initial exercise will be required to schedule a
3 second exercise using the same guidelines outlined above. The second
4 exercise is a **MUST PASS** requirement to maintain SLA eligibility. In
5 addition to satisfactorily completing the performance criteria as listed in the
6 exercise evaluation instructions, a satisfactory rating must be received from
7 the State evaluation team based on the following:

- 8 a) Notify the Area Coordinator of the date of the initial exercise planning
9 meeting so they can make plans to attend.
- 10 b) Work with the Area Coordinator to establish an agreed date for the
11 exercise.
- 12 c) Two weeks before the exercise date, provide the Area Coordinator with
13 a copy of the scenario, timelines, maps etc.
- 14 d) Develop an exercise evaluation form that contains at a minimum,
15 instructions for evaluating the jurisdiction's Alert/Notification,
16 Communications, Coordination and Control, Resource Management
17 and Warning functions.
- 18 e) The Jurisdiction's EOC or alternate EOC **must** be activated as a part
19 of the exercise. An (EOC) is defined as a designated facility from which
20 key elected and appointed officials and liaisons from supporting
21 organizations can direct and control a community's operating forces,
22 disseminate official public information, and allow for face-to-face
23 coordination among personnel. Jurisdictions may utilize mobile or

1 transportable EOCs, which are capable of performing the same critical
2 functions as the fixed EOC. A “Command Post” vehicle cannot serve as
3 an EOC although it can serve in conjunction with the mobile EOC.

4 f) Following the exercise, conduct a post exercise critique and retain on
5 file for audit purposes an exercise report consisting of an OEM
6 Exercise Checklist/Cover Sheet, with the supporting
7 documentation as listed in the block entitled “Exercise”. Exercise
8 Packages will be retained for a period consistent with the jurisdictions
9 records retention policies but not of less than four (4) years. Exercise
10 Packages will be made available for review by OEM personnel upon
11 request.

12 g) Political Subdivisions may receive credit for participation in a multi-
13 jurisdiction full-scale exercise. To receive exercise credit, jurisdictions
14 must comply with items a) through f). The jurisdiction must receive a
15 satisfactory rating from the State Evaluation Team for its portion of
16 the exercise.

17 h) If the Political Subdivision experiences a major disaster that receives a
18 Gubernatorial or Presidential Disaster Declaration prior to the date of
19 their exercise, it may petition the State Director for a waiver of the
20 exercise requirement **within ninety (90) days** following the end of
21 the declared disaster period:

- 22 1. Following the event, the jurisdiction will conduct a post event
23 critique and retain on file a completed OEM Exercise

1 Checklist/Cover Sheet, together with the supporting
2 documentation as listed in the block entitled "Actual
3 Occurrence". The document will be retained in the same
4 manner as cited in paragraph (f) page 5 line 7.

5 III. CONTINUING EDUCATION. Each Emergency Management Director will
6 complete twenty-seven (27) hours of continuing education during the
7 performance period of this agreement (October 1, 2010 through September
8 30, 2011). In support of the national initiative for state and political
9 subdivisions to become National Incident Management Systems (NIMS)
10 compliant, SLA Sub-grantees will maintain NIMS compliance certificate and
11 related documents training records documenting that the 2011 NIMS
12 training standards/requirements have been achieved. Where applicable
13 records should contain the names and contact information of course
14 instructors, and class rosters for the following courses:

- 15 • IS-100, Introduction to the Incident Command System.
- 16 • IS-200, Basic Incident Command System
- 17 • ICS-300, Intermediate ICS for Expanding Incidents
- 18 • ICS-400, Advanced ICS Command and General Staff Complex
- 19 Incidents
- 20 • IS-700, NIMS, An Introduction
- 21 • IS-800, National Response Framework, An Introduction

22
23 Directors who have completed the required NIMS courses can satisfy the
24 twenty-seven (27) hours of training by completing courses offered by FEMA,
25 OEM, fire service or law enforcement Council on Law Enforcement Education
26 and Training (CLEET) certified courses. OEM recommends that Emergency
27 Management Directors complete FEMA's Professional Development Series

1 (PDS) and Advanced Professional Series (APS) courses. Training Certificates
2 evidencing a minimum of twenty-seven (27) hours of continuing education
3 training will retained for a period consistent with the jurisdictions records
4 retention policies but not of less than four (4) years. Training Certificates
5 will be made available for review by OEM personnel upon request.

6 IV. **FALL EMERGENCY MANAGEMENT CONFERENCES.** The Emergency
7 Management Director for the political subdivision shall attend the **entire**
8 Fall Emergency Management Conference. Conference Attendance Certificate
9 will retained for a period consistent with the jurisdictions records retention
10 policies but not of less than four (4) years. Conference Attendance
11 Certificates will be made available for review by OEM personnel upon
12 request.

13 **Article 6: Sub-Grant Administration**

14 a) Beginning with the first quarter, each SLA Sub-Grantee will be visited
15 a minimum of once each quarter by an Area Coordinator. A minimum
16 of one (1) Sub-Grant field visit report will be prepared and filed each
17 quarter by the assigned Area Coordinator. Each scope of work line
18 item as contained in Article 5 of this agreement and the three (3)
19 projects, as identified in Part 3 Project Narrative of the sub-grant
20 application, will be evaluated as follows.

- 21 • Satisfactory – No corrective action is needed.
- 22 • Needs Improvement – With recommended corrective action entered
- 23 on the form.
- 24 • Completed
- 25

1 The jurisdiction, if it elects to, may attach additional year-to-date accomplishments
2 or activity summaries to the Field Visit.

3 The Quarterly Field Visits shall be conducted at a mutually agreed to date, time
4 and location during the quarter:

- 5 • 1st Quarter Visit: October 1, 2010 – December 30, 2010
- 6 • 2nd Quarter Visit: January 1, 2011 – March 31, 2011
- 7 • 3rd Quarter Visit: April 1, 2011 – June 30, 2011
- 8 • 4th Quarter (Closeout) Visit: July 1, 2011 – September 30, 2011

9
10 b) A copy of the Field Visit Report will be provided to the Political Sub-
11 division at the conclusion of each field visit with the original copy filed
12 in the jurisdictions SLA file.

13 c) Other duties as assigned. Any tasking which OEM receives from DHS,
14 FEMA or any other federal agency and which is emergency
15 management related and which requires the assistance of the Political
16 Subdivision shall also be considered as part of the required tasking
17 elements under the sub-grant.

18 d) Audit Letter. If the Political Subdivision receives \$500,000 or more in
19 Federal funds in Federal Fiscal Year 2011, they are responsible for
20 compliance with the provisions of the Single Audit Act Amendments of
21 1996. That Political Subdivision shall submit a copy of their audit
22 letter signed by the auditor for Federal Fiscal Year 2011 to OEM.

23 **Article 7: Time of Completion**

24 All work shall be completed by the Political Subdivision during Federal Fiscal Year
25 2011, with the exception that the auditor's opinion letter which accompanies the
26 jurisdictions annual audit must be submitted as soon as the audit is completed.

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Article 8: Suspension of Sub-Grant/Debarment from future awards

If the Political Subdivision fails to complete the agreed to scope of work they may be barred from participation in the sub-grant program for the following Federal Fiscal Year.

Article 9: General Provisions

1. All work shall be completed in a professional manner and in compliance with all applicable laws.
2. To the extent required by law, individuals duly licensed and authorized by law to do so shall perform all work.
3. The Political Subdivision warrants that it is adequately insured for injury to its employees and others incurring loss or injury as a result of the acts of the Political Subdivision or its employees or agents.
4. The Political Subdivision agrees that neither it nor its employees or agents are covered under insurance paid for by the State of Oklahoma, and are not authorized to obligate the State of Oklahoma, its employees or agents.
5. The Standard Assurances for Federal Funds submitted by the political subdivision, as part of their application package, are hereby referenced and incorporated into this agreement.

1 **Article 10: The Contract Price and Payment Terms**

2 1. OEM shall pay the Political Subdivision for the work performed under this
3 agreement the sum of 10,000.00 Dollars (\$) subject to the following terms and
4 conditions. Seventy percent (70%) of the award amount will comprise the
5 base amount of the award. Payment of the base amount will be made on a
6 quarterly basis:

7 a) Payment in the amount of 25% of the base amount will be made by OEM
8 for the First Quarter after January 15, 2011 following receipt of the fully
9 executed agreement and the completion of a documented Field Visit.

10 b) Payment in the amount of 25% of the base amount will be made for the
11 Second Quarter after April 15, 2011.

12 c) Payment in the amount of 10% of the base amount will be made for the
13 Third Quarter after July 15, 2011.

14 d) Following October 15, 2011, Project close-out documentation will be
15 retained for a period consistent with the jurisdictions records retention
16 policy but not for a period of less than four (4) years.

17 e) Payment for each of the three (3) projects, as identified in Part III –
18 Project Narrative of the SLA Application. Each project is worth 10% of
19 the SLA award amount – for a total of 30%. Each project close-out report
20 will consist of the project sheet from the application package to which the
21 project close-out documentation will be attached. Final payment will be
22 contingent on the Area Coordinators close-out review. Project close-out
23 documentation will be retained for a period consistent with the

1 jurisdictions records retention policy but not for a period of less than four
2 (4) years.

3 2. OEM shall provide to the Political Subdivision technical assistance in
4 fulfilling this agreement to the extent resources are available.

5 **Article 11: Amendments**

6 Any alterations or deviations to this agreement shall be executed only upon written
7 agreement of both parties, and if there is a change to the agreement award for such
8 alteration or deviation, it shall be noted.

9 **Article 12: Waives of Scope of Work Line Items**

10 During the performance period of the Sub-Grant, only (1) waiver relieving the
11 jurisdiction from having to complete a basic scope of work line item (I-IV) may be
12 approved. In no case will a Sub-Grant recipient be permitted to request a waiver
13 for the same scope of work line item in two consecutive years.

14 No waiver will be granted relieving a sub-grant recipient from having to complete
15 any of its identified projects. Failure to complete a project will result in a non
16 payment of 10% of the Sub-Grant award.

17 **Article 13: Termination**

18 This agreement may be cancelled by either party by providing 15 days notice in
19 writing to the other party.

20 **Article 14: Audit Clause**

21 In accepting this agreement, the Political Subdivision agrees to this audit clause
22 which provides that books, records, documents, accounting procedures, practices, or
23 any other items of the Political Subdivision relevant to the agreement are subject to

1 examination by FEMA, OEM, the State of Oklahoma and the State Auditor and
2 Inspector.

3 **Article 15: Non-Collusion**

4 In accepting this agreement, the Political Subdivision acknowledges that they have
5 not paid, given, or donated or agreed to pay, give, or donate to any officer or
6 employee of the State of Oklahoma any money or other thing of value, either
7 directly or indirectly, in procuring this agreement.

8 **Article 16: Attachments**

9 The SLA Sub-Grant Application is incorporated by references a part of this
10 agreement. As proof of compliance with Federal regulations, the following
11 documents as contained in Part 4, Standard Assurances, of the sub-grant
12 application is incorporated by reference as part of this agreement:

- 13 1. Completed FEMA Form 20-16, Summary Sheet for Assurances and
14 Certification.
- 15 2. Completed FEMA Form 20-16A, Assurances for Non-Construction
16 Programs
- 17 3. Completed FEMA Form 20-16C Certifications Regarding Lobbying;
18 Debarment, Suspension, and Other Responsibility Matters; and
19 Drug-Free Workplace Requirements
- 20 4. Completed Standard Form LLL, Disclosure of Lobbying Activities

1 Approved by OEM this _____ Day of September, 2010 by:

2

3 _____

4 Director

5

6 ATTEST:

7 _____

8 Oklahoma Department of Emergency Management Notary

9

10 Approved by the Governing body of the Political Subdivision,

11

12 this _____ day of _____, 2010.

13 Signed:

14 _____

15 Title: _____

16

17 ATTEST:

18 _____

19 Title: _____

20 AFFIX SEAL OF THE POLITICAL SUBDIVISION

21 HERE

22

Report of Boards, Commissions and Committees

Titles and members of various boards, commissions and committees that are appointed by the Mayor and City Council are listed below, as well as the expiration date of their term and the ward they represent. All terms expire June 30th.

Planning Commission

Earline Smaistrila	Ward 1	2014
Larry Taylor	Ward 2	2014
Bob Doggett	Ward AL	2015
Terry Beaver	Ward 3	2012
Michael McEachern	Ward 4	2012

Board of Adjustment/Board of Appeal

Sherry Huston	Ward 1	2014
Ken Smith	Ward 2	2014
Buddy Carpenter	Ward AL	2015
Joe Horn	Ward 3	2012
Russ Kline	Ward 4	2012

Park Board

Joe Edwards	Ward 1	2014
D.E. Brower	Ward 2	2014
Ed Hatley	Ward AL	2015
Ward Larson	Ward 3	2012
Joe Baumann	Ward 4	2012

Library Board

Charlotte Novak*		2011
Donelda Wheatly*		2011
Lee Wells	Ward 2/1	2014
Joyce Roman	Ward 2	2014
Ginger LaCroix	Ward AL	2015
Jeanne Riggs	Ward 3	2012
Margaret Albrecht	Ward 4	2012

Traffic Commission

Charles Lee	Ward 1	2014
Rebecca Parker	Ward 2	2014
John Knuppel	Ward AL	2015
Jay Tallant	Ward 3	2012
Emil Albrecht	Ward 4	2012

Spanish Cove

Larry Taylor, Representative

OK Environmental Management Auth.

Jim Crosby, Representative
Dewayne Maxey, Alternate

Canadian County Alliance

Dewayne Maxey, Representative
Jim Crosby, Alternate

Senior Citizens

Ray Wright, Representative
John Alberts, Alternate

ACOG

Bob Bradway, Member
John Alberts, Alternate

COWRA

Genie Vinson, Representative
Larry Taylor, Alternate

Sister City Committee

Illona Morris
Terry Beaver
Nancy Novosad
Edwin Shedeck

Recycling Committee

Carole Garner	Rick Bolin
Dennis Beringer	Beverly Kofoed
Genie Vinson	Gary LaRue

*Members of Ladies' Library Club are appointed by same