Posted at City Hall, 17 Hospital Drive, Eufaula, OK 74432, and at Community Center, 121 High Street, Eufaula, OK 74432 (the meeting location) on January 4, 2024, at 4:00 p.m.

CITY OF EUFAULA, OK

Community Center 121 High Street Eufaula, OK 74432



NOTICE AND AGENDA OF MEETINGS Monday January 8, 2024 5:30 p.m.

City Council and Eufaula Public Works Authority

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

Council Rules of Decorum limit citizen comments on agenda items and public hearings to five (5) minutes. Any person desiring to address the Council during such period must sign in with the City Clerk, provide their name and address, and specify the agenda item they wish to address. Remarks will be limited to the agenda item under consideration, and the speaker is allowed to speak only once. If written materials are submitted, ten (10) copies should be made available and may not be returned. Under Oklahoma law, the Council Members are prohibited from discussing or taking action on items, not on today's agenda.

The complete packet of information for the agenda items is available online at CityofEufaulaOK.com

City Council

Freeholder Mayor Todd Warren
Ward 1 Open
Ward 2 Council Member Roger Barton
Ward 3 Council Member Jamie Upton
Ward 4 Council James Hickman

AGENDA EUFAULA CITY COUNCIL January 8, 2024 5:30 p.m.

1. CALL TO ORDER MAYOR TODD WARREN

2. INVOCATION COUNCILMAN HICKMAN

3. PLEDGE OF ALLEGIANCE MAYOR TODD WARREN

4. ROLL CALL /ATTENDANCE VALARIE COX

CONSENT AGENDA

All matters listed under the Consent Agenda are routine by the City Council and will be enacted by one motion. Therefore, there will not be a separate discussion of these items. However, if a discussion is desired, that item will be removed from the Consent Agenda and considered separately. The item will then be placed in its proper order on the regular meeting agenda and will be considered at that time.

- 5. APPROVAL OF MINUTES.
 - A. REGULAR COUNCIL MEETING DECEMBER 4, 2023
- 6. APPROVAL OF THE TREASURER'S REPORT.
- 7. APPROVAL OF THE DECEMBER 2023 PAYROLL FIGURES FOR THE GENERAL FUND IN THE AMOUNT OF \$114,999.61.
- 8. RECEIPT OF DECEMBER CLAIMS: CITY OF EUFAULA.

ITEMS REMOVED FROM THE CONSENT AGENDA

- 9. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of:
 - a. Ordinance 24-1-1 Mobile Food Vendors
 - b. Emergency Clause
- 10. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of Cunningham Construction Pay Application #1 for Old City Hall remodel in the amount of \$140,471.32.
- 11. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement to accept Ward 1 Councilman Josh Cummings's resignation.
- 12. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of an appointment to the position of Vice Mayor.
- 13. REMARKS AND INQUIRIES BY CITY COUNCIL.
- 14. ANNOUNCEMENTS.
- 15. ADJOURNMENT.

AGENDA EUFAULA PUBLIC WORKS AUTHORITY January 8, 2024 5:30 p.m.

1. ROLL CALL /ATTENDANCE

CONSENT AGENDA

All matters listed under the Consent Agenda are routine by the Public Works Authority and will be enacted by one motion. Therefore, there will not be a separate discussion of these items. However, if a discussion is desired, that item will be removed from the Consent Agenda and considered separately. The item will then be placed in its proper order on the regular meeting agenda and will be considered at that time.

- 2. APPROVAL OF MINUTES.
 - A. REGULAR MEETING DECEMBER 4, 2023.
- 3. APPROVAL OF THE DECEMBER 2023 PAYROLL FIGURES FOR THE EUFAULA PUBLIC WORKS AUTHORITY IN THE AMOUNT OF \$55,905.52.
- 4. RECEIPT OF DECEMBER CLAIMS: EUFAULA PUBLIC WORKS AUTHORITY.

ITEMS REMOVED FROM THE CONSENT AGENDA

- 5. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of pay application #9 from Lone Hickory Cattle L.L.C. for the CWSRF Sewer Project in the amount of \$95,074.11.
- 6. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of Eufaula Sewer Project Change Order #1.
- 7. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of Eufaula Sanitary Sewer Evaluation Proposal Amendment #2
- 8. Adjournment.

Posted at City Hall, 17 Hospital Drive, Eufaula, OK 74432, and at Community Center, 121 High Street, Eufaula, OK 74432 (the meeting location) on November 30, 2023, at 4:00 p.m.

CITY OF EUFAULA, OK

Community Center 121 High Street Eufaula, OK 74432



MINUTES NOTICE AND AGENDA OF MEETINGS Monday December 4, 2023 5:30 p.m.

City Council and Eufaula Public Works Authority

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City Council

Freeholder Mayor Todd Warren Ward 1 Vice Mayor Josh Cummings Ward 2 Council Member Roger Barton Ward 3 Council Member Jamie Upton Ward 4 Council James Hickman

AGENDA EUFAULA CITY COUNCIL December 4, 2023 5:30 p.m.

1. CALL TO ORDER MAYOR TODD WARREN

2. INVOCATION CLIFFORD SHATSWELL

3. PLEDGE OF ALLEGIANCE MAYOR TODD WARREN

4. ROLL CALL /ATTENDANCE VALARIE COX

Council members present: Barton, Cummings, Warren and Hickman. Upton is absent.

CONSENT AGENDA

All matters listed under the Consent Agenda are routine by the City Council and will be enacted by one motion. Therefore, there will not be a separate discussion of these items. However, if a discussion is desired, that item will be removed from the Consent Agenda and considered separately. The item will then be placed in its proper order on the regular meeting agenda and will be considered at that time.

- 5. APPROVAL OF MINUTES.
 - A. REGULAR COUNCIL MEETING NOVEMBER 5, 2023
- 6. APPROVAL OF THE TREASURER'S REPORT.
- 7. APPROVAL OF THE NOVEMBER 2023 PAYROLL FIGURES FOR THE GENERAL FUND IN THE AMOUNT OF \$87,128.89.
- 8. RECEIPT OF NOVEMBER CLAIMS: CITY OF EUFAULA.

Motion to approve the consent agenda by Roger Barton, 2nd by James Hickman. Roll Call Vote Yes- Barton, Cummings, Warren and Hickman.

ITEMS REMOVED FROM THE CONSENT AGENDA

9. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement to approve a Specific Use Permit to allow for the continued operation of an RV Park at the following location: Lots 1-6, BLK 35. City of Eufaula. Commonly Known 305 JC Watts Jr. Ave.

Pat Notaro. Jeb Jones. Mr. Boling. Discussion. Motion to approve a Specific Use Permit to allow for the continued operation of an RV Park at the following location: Lots 1-6, BLK 35. City of Eufaula. Commonly Known 305 JC Watts Jr. Ave by Josh Cummings, 2nd by Roger Barton. Roll Call Vote Yes- Barton, Cummings, Warren and Hickman.

10. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of Resolution 23-12-1 authorizing the Mayor's signature on the Southmore commercial addition, Lot 1 final plat. Commonly Known as 600 BLK S Main St.

Jeb Jones. Motion to approve Resolution 23-12-1 authorizing the Mayor's signature on the Southmore commercial addition, Lot 1 final plat. Commonly Known as 600 BLK S Main St by Roger Barton, 2nd by James Hickman. Roll Call Vote Yes- Barton, Cummings, Warren and Hickman.

11. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of:

Jeb Jones.

a. Ordinance 23-12-1 amending City Code Chapter 7, Section 15-741, Mandatory Child Passenger Restraint System.

Motion to approve Ordinance 23-12-1 amending City Code Chapter 7, Section 15-741, Mandatory Child Passenger Restraint System by James Hickman, 2nd by Josh Cummings. Roll Call Vote Yes- Barton, Cummings, Warren and Hickman.

b. Emergency Clause

Motion to approve the Emergency Clause by Todd Warren, 2nd by James Hickman. Roll Call Vote Yes- Barton, Cummings, Warren and Hickman.

12. REMARKS AND INQUIRIES BY CITY COUNCIL.

None

13. ANNOUNCEMENTS.

Reindeer in the Park and Breakfast with Santa.

14. ADJOURNMENT.

Motion to adjourn by Todd Warren, 2nd by Roger Barton. Roll Call Vote Yes- Barton, Cummings, Warren and Hickman.

AGENDA EUFAULA PUBLIC WORKS AUTHORITY December 4, 2023 5:30 p.m.

1. ROLL CALL /ATTENDANCE

Council members present: Barton, Cummings, Warren and Hickman. Upton is absent.

CONSENT AGENDA

All matters listed under the Consent Agenda are routine by the Public Works Authority and will be enacted by one motion. Therefore, there will not be a separate discussion of these items. However, if a discussion is desired, that item will be removed from the Consent Agenda and considered separately. The item will then be placed in its proper order on the regular meeting agenda and will be considered at that time.

- 2. APPROVAL OF MINUTES.
 - A. REGULAR MEETING NOVEMBER 5, 2023.
- 3. APPROVAL OF NOVEMBER 2023 PAYROLL FIGURES FOR THE EUFAULA PUBLIC WORKS AUTHORITY IN THE AMOUNT OF \$44,321.42.
- 4. RECEIPT OF NOVEMBER CLAIMS: EUFAULA PUBLIC WORKS AUTHORITY.

Motion to approve the consent agenda by James Hickman, 2nd by Josh Cummings. Roll Call Vote Yes- Barton, Cummings, Warren and Hickman.

ITEMS REMOVED FROM THE CONSENT AGENDA

5. Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of pay application #8 from Lone Hickory Cattle L.L.C. in the amount of \$107,185.95 for the sewer improvement project.

Jeb Jones. Motion to approve pay application #8 from Lone Hickory Cattle L.L.C. in the amount of \$107,185.95 for the sewer improvement project by Roger Barton, 2nd by James Hickman. Roll Call Vote Yes-Barton, Cummings, Warren and Hickman.

6. Adjournment.

Motion to adjourn by Roger Barton, 2nd by James Hickman. Roll Call Vote Yes-Barton, Cummings, Warren and Hickman.

CITY OF EUFAULA MONTHLY TREASURY REPORT November 2023

BANK OF EUFAULA

BANK OF EUFAULA Description:	_	ginning ak Balance		osits <u>Credits</u>		hdrawals <u>Debits</u>	End Ban	ing k <u>Balance</u>	ange From or Month
General Fund		1,392,362.43	\$	409,798.98	\$	(465,583.17)	\$	1,336,578.24	\$ (55,784.19)
Eufaula Public Works Authority	\$	1,752,354.23	\$	292,597.75	\$	(388,214.59)		0,610.77 ARPA FUNDS 1,656,737.39	\$ (95,616.84)
EPWA/ Capital Improvements Fund	\$	249,162.42	\$	13,478.33	\$	(3,362.70)	\$	259,278.05	\$ 10,115.63
Airport	\$	31,215.00	\$	913.23	\$	(8,736.80)	\$	23,391.43	\$ (7,823.57)
City of Eufaula / CDBG	\$	-					\$	-	\$ -
Cemetery Perpetual Care	\$	13,722.94	\$	400.57	\$	-	\$	14,123.51	\$ 400.57
CWSRF EPWA/ OWRB Construction Fund	\$	-					\$	-	\$ -
Dept of Commerce / CDBG	\$	5.00	\$	-	\$	-	\$	5.00	\$ -
EPWA SRF-SEWER	\$	87,822.76	\$	97,364.24	\$	(98,716.49)	\$	86,470.51	\$ (1,352.25)
Disaster Emergency Fund	\$	31,434.23					\$	31,434.23	\$ -
Eufaula Economic Develop. Authority	\$	160,851.23	\$	4,812.01	\$	(101,850.75)	\$	63,812.49	\$ (97,038.74)
McIntosh County Health Dept.	\$	7,920.18	\$	0.65	\$	-	\$	7,920.83	\$ 0.65
Police Court Account	\$	85,898.79	\$	33,288.54	\$	(30,666.19)	\$	88,521.14	\$ 2,622.35
Police Drug Fund	\$	27,983.16	\$	1,192.00	\$	(9,900.00)	\$	19,275.16	\$ (8,708.00)
City of Eufaula / Recreation Acct.	\$	21,238.09	\$	6,015.02	\$	(2,498.46)	\$	24,754.65	\$ 3,516.56
City of Eufaula / Street Fund	\$	326.04	\$	-	\$	-	\$	326.04	\$ -
CWSRF-AMR	\$	13,132.01	\$	3,362.70	\$	(5,586.14)	\$	10,908.57	\$ (2,223.44)
EPWA-DWSRF	\$	393,246.41	\$	21,995.13	\$	(52,000.00)	\$	363,241.54	\$ (30,004.87)
Total Net Operating Capital	\$	4,268,674.92	\$	885,219.15	\$	(1,167,115.29)	\$ \$ \$	3,986,778.78 - -	\$ (281,896.14)
	\$	_			\$	-	\$	-	

0

Fund Summary

Fund		Units	Amount
10-City of Eufaula General Fund		2,717.00	114,999.61
	Grand Total:	2,717.00	114,999.61

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GF Claims List



City of Eufaula, OK

By Check Number

Date Range: 12/01/2023 - 12/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Airport Acct	-Airport Acct					
94	CANADIAN VALLEY ELECTRIC	12/01/2023	Regular	0.00	212.00	1354
15314	FIRST NET AT&T	12/22/2023	Regular	0.00	36.80	1355
94	CANADIAN VALLEY ELECTRIC	12/29/2023	Regular	0.00	249.00	1356

Bank Code Airport Acct Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	3	3	0.00	497.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
_	3	3	0.00	497.80

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Vendor NumberVendor NamePayment DatePayment TypeDiscount AmountPayment AmountNumberBank Code: CWSRF-AMR-CWSRF-AMR14735OKLAHOMA WATER RESOURCES BOARD12/29/2023Regular0.002,793.071080

Bank Code CWSRF-AMR Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	2,793.07
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
_	1	1	0.00	2,793.07

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount Number
Bank Code: EPWA-EPW	A				
13644	American Fidelity	12/08/2023	Regular	0.00	69.48 212213
13644	American Fidelity	12/22/2023	Regular	0.00	69.48 212256

Bank Code EPWA Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	4	2	0.00	138.96
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
_	4	2	0.00	138.96

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Vendor NumberVendor NamePayment DatePayment TypeDiscount AmountPayment AmountNumberBank Code: EPWA DWSRF-EPWA DWSRF15156LONEHICKORY CATTLE, LLC12/15/2023Regular0.00107,185.951125

Bank Code EPWA DWSRF Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	107,185.95
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
_	1	1	0.00	107.185.95

1/3/2024 3:24:39 PM Page 4 of 14

Vendor NumberVendor NamePayment DatePayment TypeDiscount AmountPayment AmountNumberBank Code: EPWA SRF Sewer-EPWA SRF Sewer-15067COWAN GROUP ENGINEERING, LLC12/01/2023Regular0.009,040.001024

Bank Code EPWA SRF Sewer Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	9,040.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
_	1	1	0.00	9.040.00

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount Number
Bank Code: Euf Disaste	r Emrgncy-Eufaula Disaster Emergency				
00241	Smithey Environmental Services, LLC	12/15/2023	Regular	0.00	25,000.00 1807

Bank Code Euf Disaster Emrgncy Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	1	1	0.00	25,000.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
_	1	1	0.00	25,000.00

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Eufaula Eco	n Dev-Eufaula Econ Dev Authority					
00119	Checotah WTJ Shoppe	12/08/2023	Regular	0.00	49.50	1436
15295	MICHAEL TYLER PENDLEY	12/08/2023	Regular	0.00	250.00	1437
244	NICHOLS GROCERY	12/08/2023	Regular	0.00	6.27	1438
00053	BANK OF AMERICA	12/15/2023	Regular	0.00	20.00	1439
15314	FIRST NET AT&T	12/22/2023	Regular	0.00	47.16	1440

Bank Code Eufaula Econ Dev Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	5	0.00	372.93
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
_	5	5	0.00	372.93

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Or Claims List				•	Jate Range: 12/01/20	23 - 12/ 31/ 2
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: General Fur	nd Acct-General Fund Acct					
15429	Auto Doctors	12/01/2023	Regular	0.00	305.07	
00083	Bob Buckner, LLC	12/01/2023	Regular	0.00	1,450.00	
94	CANADIAN VALLEY ELECTRIC	12/01/2023	Regular	0.00	373.03	
00184	Canon Financial Services, INC	12/01/2023	Regular	0.00	401.58	
14214	CINTAS	12/01/2023	Regular	0.00		35970
15067	COWAN GROUP ENGINEERING, LLC	12/01/2023	Regular	0.00	590.50	
274	CRAWFORD & ASSOCIATES, P.C.	12/01/2023	Regular	0.00	4,570.00	
14171	Delta Dental	12/01/2023	Regular	0.00	214.74	
00190	Enterprise FM Trust	12/01/2023	Regular	0.00	2,667.46	35974
239	EUFAULA AUTO PARTS NAPA	12/01/2023	Regular	0.00	44.86	35975
82	EUFAULA TRUE VALUE	12/01/2023	Regular	0.00		35976
758	FLEETCOR TECHNOLOGIES	12/01/2023	Regular	0.00	828.27	35977
15846	La Tire Shop	12/01/2023	Regular	0.00		35978
14999	OMAG	12/01/2023	Regular	0.00	19,806.50	35979
00145	OPTIONS, INC	12/01/2023	Regular	0.00	934.00	35980
15642	Richmond Plumbing	12/01/2023	Regular	0.00	812.07	35981
336	T. H. ROGERS LUMBER CO.	12/01/2023	Regular	0.00	60.47	35982
15207	TWIN CITIES READY MIX, INC	12/01/2023	Regular	0.00	340.50	35983
00148	Voy Construction, LLC.	12/01/2023	Regular	0.00	26,459.22	35984
00236	R and R	12/01/2023	Regular	0.00	2,390.00	35985
15791	Aceco Rentals & Sales Inc	12/08/2023	Regular	0.00	280.00	35986
13644	American Fidelity	12/08/2023	Regular	0.00	75.90	35987
15429	Auto Doctors	12/08/2023	Regular	0.00	60.00	35988
94	CANADIAN VALLEY ELECTRIC	12/08/2023	Regular	0.00	450.00	35989
14214	CINTAS	12/08/2023	Regular	0.00	27.66	35990
14217	COOKSON HILLS PUBLISHERS INC.	12/08/2023	Regular	0.00	77.10	35991
13372	DEARBORN NATIONAL	12/08/2023	Regular	0.00	50.46	35992
14171	Delta Dental	12/08/2023	Regular	0.00	260.05	35993
379	EUFAULA F.O.P. LODGE #207	12/08/2023	Regular	0.00	250.00	35994
82	EUFAULA TRUE VALUE	12/08/2023	Regular	0.00	185.66	35995
758	FLEETCOR TECHNOLOGIES	12/08/2023	Regular	0.00	1,480.53	35996
00158	Ken's Garage	12/08/2023	Regular	0.00	552.73	35997
12511	LIBERTY NATIONAL LIFE INSUR.	12/08/2023	Regular	0.00	36.06	35998
14912	MCINTOSH COUNTY CLERK	12/08/2023	Regular	0.00	24.00	35999
14158	MetLife	12/08/2023	Regular	0.00	49.56	36000
00186	Miller Office Equipment	12/08/2023	Regular	0.00	36.30	36001
229	MURRY CARPET	12/08/2023	Regular	0.00	97.20	36002
244	NICHOLS GROCERY	12/08/2023	Regular	0.00	152.21	36003
251	O G & E	12/08/2023	Regular	0.00	14,061.45	36004
257	OKLAHOMA MUNICIPAL RETIREMENT	12/08/2023	Regular	0.00	1,472.64	36005
15666	OMCTFOA Treasurer	12/08/2023	Regular	0.00	75.00	36006
14456	OPEHW HEALTH PLAN	12/08/2023	Regular	0.00	4,101.99	36007
759	O'REILLY AUTO PARTS	12/08/2023	Regular	0.00	44.98	36008
00239	OTA-Plate Pay	12/08/2023	Regular	0.00	4.40	36009
336	T. H. ROGERS LUMBER CO.	12/08/2023	Regular	0.00	33.24	36010
15498	US Fleet Tracking LLC	12/08/2023	Regular	0.00	459.20	36011
14323	VYVE BROADBAND A,INC	12/08/2023	Regular	0.00	155.74	
00190	Enterprise FM Trust	12/11/2023	Regular	0.00	5,671.50	36013
124	EAST CENTRAL ELECTRIC	12/14/2023	Regular	0.00	191.49	
239	EUFAULA AUTO PARTS NAPA	12/14/2023	Regular	0.00		36015
758	FLEETCOR TECHNOLOGIES	12/14/2023	Regular	0.00	1,258.15	
15846	La Tire Shop	12/14/2023	Regular	0.00		36017
260	ONG	12/14/2023	Regular	0.00	1,150.98	
00229	STARLA'S SLOPPY HOG	12/14/2023	Regular	0.00	1,545.00	
336	T. H. ROGERS LUMBER CO.	12/14/2023	Regular	0.00		36020
00244	DENNIS KIKER	12/14/2023	Regular	0.00	250.00	
15531	American Legal Publishing Corpoation	12/15/2023	Regular	0.00	500.00	
00237	Apptegy,INC	12/15/2023	Regular	0.00	2,820.00	
00053	BANK OF AMERICA	12/15/2023	Regular	0.00	12,740.32	
14217	COOKSON HILLS PUBLISHERS INC.	12/15/2023	Regular	0.00	194.82	
	11 3.100. THE TO BEISTIEND INC.	12/13/2023		0.00	134.02	30020

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Gr Claims List					ate Kange: 12/01/20	
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
82	EUFAULA TRUE VALUE	12/15/2023	Regular	0.00		36027 36028
336 15344	T. H. ROGERS LUMBER CO. VIP TECHNOLOGY GROUP LLC	12/15/2023 12/15/2023	Regular Regular	0.00 0.00	697.50	
73	WHEELER METALS	12/15/2023	Regular	0.00		36030
13644	American Fidelity	12/22/2023	Regular	0.00		36031
13372	DEARBORN NATIONAL	12/22/2023	Regular	0.00		36032
14171	Delta Dental	12/22/2023	Regular	0.00	260.05	
198	DEPARTMENT OF PUBLIC SAFETY	12/22/2023	Regular	0.00		36034
239	EUFAULA AUTO PARTS NAPA	12/22/2023	Regular	0.00		36035
379	EUFAULA F.O.P. LODGE #207	12/22/2023	Regular	0.00	225.00	36036
82	EUFAULA TRUE VALUE	12/22/2023	Regular	0.00	211.46	36037
15314	FIRST NET AT&T	12/22/2023	Regular	0.00	1,192.26	36038
758	FLEETCOR TECHNOLOGIES	12/22/2023	Regular	0.00	1,012.16	36039
14543	HELMS SMALL ENGINE REPAIR,LLC	12/22/2023	Regular	0.00	689.68	36040
12511	LIBERTY NATIONAL LIFE INSUR.	12/22/2023	Regular	0.00	36.06	36041
14161	LOCKE SUPPLY CO	12/22/2023	Regular	0.00	310.47	36042
217	McINTOSH COUNTY ASSESSOR	12/22/2023	Regular	0.00	50.00	36043
14158	MetLife	12/22/2023	Regular	0.00	49.56	36044
00186	Miller Office Equipment	12/22/2023	Regular	0.00		36045
244	NICHOLS GROCERY	12/22/2023	Regular	0.00		36046
12106	OK MUN COURT CLERKS ASSOC	12/22/2023	Regular	0.00		36047
257	OKLAHOMA MUNICIPAL RETIREMENT	12/22/2023	Regular	0.00	1,479.09	
14456	OPEHW HEALTH PLAN	12/22/2023	Regular	0.00	4,101.99	
15150	Patricia DANIEL	12/22/2023	Regular	0.00	850.00	
284	QUILL CORPORATION	12/22/2023	Regular	0.00	179.74	
15207	TWIN CITIES READY MIX, INC	12/22/2023	Regular	0.00	370.00	
73 94	WHEELER METALS	12/22/2023	Regular	0.00		36053
14217	CANADIAN VALLEY ELECTRIC COOKSON HILLS PUBLISHERS INC.	12/29/2023 12/29/2023	Regular	0.00 0.00	368.60	36054
274	CRAWFORD & ASSOCIATES, P.C.	12/29/2023	Regular Regular	0.00	1,135.00	
14171	Delta Dental	12/29/2023	Regular	0.00	303.90	
82	EUFAULA TRUE VALUE	12/29/2023	Regular	0.00		36058
758	FLEETCOR TECHNOLOGIES	12/29/2023	Regular	0.00	803.39	
415	GUARANTEE PEST CONTROL	12/29/2023	Regular	0.00		36060
384	KAY ROBBINS WALL, ESQ.	12/29/2023	Regular	0.00	985.00	
330	KIBOIS AREA TRANSIT SERVICE	12/29/2023	Regular	0.00	1,666.67	
217	McINTOSH COUNTY ASSESSOR	12/29/2023	Regular	0.00	•	36063
14912	MCINTOSH COUNTY CLERK	12/29/2023	Regular	0.00	6,951.75	36064
12527	OK CENTRALIZED SUPPORT	12/29/2023	Regular	0.00	290.20	36065
759	O'REILLY AUTO PARTS	12/29/2023	Regular	0.00	41.98	36066
11947	OSBI	12/29/2023	Regular	0.00	150.00	36067
00245	Smart Dollar	12/29/2023	Regular	0.00	1,225.00	36068
336	T. H. ROGERS LUMBER CO.	12/29/2023	Regular	0.00	60.47	36069
15344	VIP TECHNOLOGY GROUP LLC	12/29/2023	Regular	0.00	379.98	36070
14323	VYVE BROADBAND A,INC	12/29/2023	Regular	0.00	104.95	36071
292	OK POLICE PENSION & RETIREMENT	12/08/2023	Bank Draft	0.00	•	DFT0000801
292	OK POLICE PENSION & RETIREMENT	12/08/2023	Bank Draft	0.00	,	DFT0000802
321	BANK OF EUFAULA	12/08/2023	Bank Draft	0.00	,	DFT0000803
321	BANK OF EUFAULA	12/08/2023	Bank Draft	0.00	•	DFT0000804
107	OKLAHOMA TAX COMMISSION	12/08/2023	Bank Draft	0.00	· ·	DFT0000805
248	OK EMPLOYMENT SECURITY COMM.	12/08/2023	Bank Draft	0.00		DFT0000806
321	BANK OF EUFALLA	12/08/2023	Bank Draft	0.00	•	DFT0000807
321	BANK OF EUFAULA	12/06/2023	Bank Draft	0.00		DFT0000810
321 107	BANK OF EUFAULA	12/06/2023	Bank Draft	0.00		DFT0000811
107 321	OKLAHOMA TAX COMMISSION BANK OF EUFAULA	12/06/2023 12/06/2023	Bank Draft Bank Draft	0.00 0.00		DFT0000812 DFT0000813
321	BANK OF EUFAULA BANK OF EUFAULA	12/06/2023	Bank Draft	0.00		DFT0000813 DFT0000819
321	BANK OF EUFAULA	12/14/2023	Bank Draft	0.00		DFT0000819
107	OKLAHOMA TAX COMMISSION	12/14/2023	Bank Draft	0.00		DFT0000820
248	OK EMPLOYMENT SECURITY COMM.	12/14/2023	Bank Draft	0.00		DFT0000821
321	BANK OF EUFAULA	12/14/2023	Bank Draft	0.00		DFT0000823
		,, _020		5.50	2,104.50	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
292	OK POLICE PENSION & RETIREMENT	12/22/2023	Bank Draft	0.00	1,083.98	DFT0000829
292	OK POLICE PENSION & RETIREMENT	12/22/2023	Bank Draft	0.00	1,761.46	DFT0000830
321	BANK OF EUFAULA	12/22/2023	Bank Draft	0.00	2,134.89	DFT0000831
321	BANK OF EUFAULA	12/22/2023	Bank Draft	0.00	906.40	DFT0000832
107	OKLAHOMA TAX COMMISSION	12/22/2023	Bank Draft	0.00	913.00	DFT0000833
248	OK EMPLOYMENT SECURITY COMM.	12/22/2023	Bank Draft	0.00	29.55	DFT0000834
321	BANK OF EUFAULA	12/22/2023	Bank Draft	0.00	3,875.76	DFT0000835
321	BANK OF EUFAULA	12/20/2023	Bank Draft	0.00	254.62	DFT0000838
321	BANK OF EUFAULA	12/20/2023	Bank Draft	0.00	71.98	DFT0000839
107	OKLAHOMA TAX COMMISSION	12/20/2023	Bank Draft	0.00	117.00	DFT0000840
248	OK EMPLOYMENT SECURITY COMM.	12/20/2023	Bank Draft	0.00	7.09	DFT0000841
321	BANK OF EUFAULA	12/20/2023	Bank Draft	0.00	307.86	DFT0000842
321	BANK OF EUFAULA	12/20/2023	Bank Draft	0.00	7.86	DFT0000843
248	OK EMPLOYMENT SECURITY COMM.	12/20/2023	Bank Draft	0.00	2.71	DFT0000844
321	BANK OF EUFAULA	12/20/2023	Bank Draft	0.00	33.56	DFT0000845

Bank Code General Fund Acct Summary

D T	Payable	Payment Count	Discount	D
Payment Type	Count	Count	Discount	Payment
Regular Checks	147	105	0.00	140,348.67
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	31	31	0.00	31,487.45
EFT's	0	0	0.00	0.00
-	178	136	0.00	171,836.12

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Police Acct-	Police Acct					
1817	CITY OF EUFAULA GENERAL FUND	12/01/2023	Regular	0.00	17,807.86	3274
11946	CLEET	12/01/2023	Regular	0.00	644.80	3275
13455	MCINTOSH COUNTY SHERIFF	12/01/2023	Regular	0.00	86.04	3276
00135	Oklahoma Bureau of Narcotics	12/01/2023	Regular	0.00	20.00	3277
11947	OSBI	12/01/2023	Regular	0.00	1,262.30	3278
00200	Aberdeen Enterprizes II, Inc	12/22/2023	Regular	0.00	369.31	3279
1817	CITY OF EUFAULA GENERAL FUND	12/22/2023	Regular	0.00	18,160.20	3280
11946	CLEET	12/22/2023	Regular	0.00	615.04	3281
13455	MCINTOSH COUNTY SHERIFF	12/22/2023	Regular	0.00	26.47	3282
00135	Oklahoma Bureau of Narcotics	12/22/2023	Regular	0.00	10.00	3283
11947	OSBI	12/22/2023	Regular	0.00	1,204.04	3284
11947	OSBI	12/29/2023	Regular	0.00	150.00	3285
12970	PRATT LAW OFFICE,P.C.	12/29/2023	Regular	0.00	1,300.00	3286

Bank Code Police Acct Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
rayment type	Count	Count	Discount	rayillelit
Regular Checks	13	13	0.00	41,656.06
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
_	13	13	0.00	41 656 06

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Vendor NumberVendor NamePayment DatePayment TypeDiscount AmountPayment AmountNumberBank Code: Police Drug Fund-Police Drug Fund00203Atwood Distributing, L.P.12/22/2023Regular0.00179.96293

Bank Code Police Drug Fund Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	179.96
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
-	1	1	0.00	179.96

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Recreation	n Acct-Recreation Acct					
94	CANADIAN VALLEY ELECTRIC	12/01/2023	Regular	0.00	267.00	2691
15846	La Tire Shop	12/08/2023	Regular	0.00	15.00	2692
82	EUFAULA TRUE VALUE	12/15/2023	Regular	0.00	143.97	2693
12832	RODEBUSH SEPTIC SERVICE	12/15/2023	Regular	0.00	1,125.00	2694
00212	Vision Eufaula	12/15/2023	Regular	0.00	1,000.00	2695
15350	REINDEER CLUB	12/15/2023	Regular	0.00	1,250.00	2696
82	EUFAULA TRUE VALUE	12/22/2023	Regular	0.00	11.99	2697
15846	La Tire Shop	12/22/2023	Regular	0.00	20.00	2698
94	CANADIAN VALLEY ELECTRIC	12/29/2023	Regular	0.00	273.00	2699

Bank Code Recreation Acct Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	9	9	0.00	4,105.96
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
_	9	9	0.00	4,105.96

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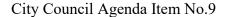
All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	186	142	0.00	331,319.36
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	31	31	0.00	31,487.45
EFT's	0	0	0.00	0.00
	217	173	0.00	362.806.81

Fund Summary

Fund	Name	Period	Amount
10	City of Eufaula General Fund	12/2023	171,836.12
30	AIRPORT ACCOUNT	12/2023	497.80
34	DISASTER EMERGENCY FUND	12/2023	25,000.00
37	EUFAULA ECONOMIC DEVELOP AUTH	12/2023	372.93
41	POLICE ACCOUNT	12/2023	41,656.06
42	POLICE DRUG FUND	12/2023	179.96
43	RECREATION ACCOUNT	12/2023	4,105.96
90	Public Works Authority	12/2023	138.96
97	Eufaula Public Works/CWSRF	12/2023	119,019.02
			362,806.81

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Meeting Date: January 8, 2024

Agenda Item Memo

Item Title: Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of:

a. Ordinance 24-1-1 Mobile Food Vendors

b. Emergency Clause

Initiator: Jeb Jones, City Manager

Information Source: Jeb Jones, City Manager

Background: During a review of sales tax collections over this past year, it was observed that sales tax remittance from Mobile Food Vendors was sporadic. This ordinance is designed to require monthly Mobile Food Vendor permits and that the vendors provide the previous month's sales tax submissions as compliance documentation.

Council Pillar: Financial Sustainability

Financial Impact: The financial impact would be in the thousands of dollars.

Attachment: Ordinance 24-1-1, sales tax spreadsheet

Recommended Action: Approve ordinance 24-1-1 and emergency clause, or provide direction to address the topic.

ORDINANCE NO. 24-1-1

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EUFAULA, **CREATES** OKLAHOMA. WHEREBY THE COUNCIL AN**ORDINANCE** ESTABLISHING OPERATIONAL RULES AND REGULATIONS FOR MOBILE FOOD VENDORS, **LICENSE** REQUIREMENTS, **AND LICENSE RULES AND** REGULATIONS,.

That Ordinance 24-1-1, MOBILE FOOD VENDORS, IS CREATED TO READ AS FOLLOWS:

SECTION:

- 1: Definitions
- 2: Annual License Required
- 3: License Requirements
- 4: Location Rules And Regulations
- 5: Operational Rules And Regulations
- 6: Publicly Owned Lands And Rights Of Way

1: DEFINITIONS:

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

MOBILE A fixed location within the city that is zoned accordingly to permit one or more FOOD mobile food vendors to engage in the business of preparing and offering for sale food items for human consumption. This definition shall exclude persons selling produce, grains, vegetables, fruits, or nuts of their own production in a

farmer's market.

MOBILE
Any person who engages in the business of preparing and offering for sale,
usually in an outdoor setting, food items for human consumption from a
WENDOR:
motorized vehicle, trailer, cart, or stand from other than a fixed location within
the City. The definition shall exclude outdoor sellers, peddlers or solicitors,

who shall remain regulated under separate Ordinances of the City of Eufaula. The definition shall also exclude persons selling produce, grains, vegetables,

fruits, or nuts of their own production at a farmer's market.

The provisions of this Ordinance do not void or modify the existing Ordinance(s) of the City of Eufaula for Itinerant Sales.

2: ANNUAL LICENSE REQUIRED:

No person or business shall operate as a mobile food vendor within the City without first obtaining a license from the City Clerk. The license shall be valid for a period of one month from issuance and shall be renewable every month thereafter. There shall be a fee established by the

City for the monthly permit to cover expenses associated with the preparation and issuance of the permit and any inspections for compliance with this chapter.

Said initial Annual License fee is hereby set at \$35.00, and the monthly renewal permit fee with submission of a completed Oklahoma Tax Commission Form STS 20002-A, Oklahoma Sales Tax Return from the previous month as proof that sales tax has been and is being paid on the merchandise sold or to be sold is hereby set at \$0.00. If a completed Oklahoma Tax Commission Form STS 20002-A, Oklahoma Sales Tax Return from the previous month as proof that sales tax has been and is being paid on the merchandise sold or to be sold is not provided at renewal, the Annual License will be revoked. Both conditions are to be included in the City of Eufaula Fee Schedule and may be modified as allowed by the terms of the Fee Schedule.

The City Commission hereby authorizes the City Manager or his designee to waive the annual license fee for a mobile food vendor whose intent is to participate in a one-time special event, parade, or assembly during the calendar year. However, the provisions contained in 3 A.4. and 5. shall still apply. Any person who otherwise engages in the business of a mobile food vendor without a valid license issued by the City shall be guilty of an offense.

3: LICENSE REQUIREMENTS:

A. No person or business shall operate as a mobile food vendor within the City without first providing the following information and documents to the City Clerk.

- 1. Description of the type of food, beverage, or merchandise to be sold.
- 2. The location(s) where the applicant wishes to do business.
- 3. A written document(s) verifying approval of the property owner for the subject location(s) thereon.
- 4. A copy of a license from the Oklahoma State Health Department confirming compliance with the State of Oklahoma food service establishment regulations.
- 5. Verification that the applicant is a vendor registered with the Oklahoma Tax Commission for the payment of sales tax and a completed Oklahoma Tax Commission Form STS 20002-A, Oklahoma Sales Tax Return from the previous month as proof that sales tax has been and is being paid on the merchandise sold or to be sold.
- B. If the applicant wishes to locate and operate on public property, as further described in Chapter 6, the following additional documents are required.
 - 1. Proof of financial responsibility as evidenced by a certificate of insurance issued by a carrier authorized to do business in the State of Oklahoma certifying that there is in effect a policy of liability insurance coverage with the following minimum coverages: one hundred thousand dollars (\$100,000.00) for the injury or death of any one (1) person, three hundred thousand (\$300,000.00) for the injury or death of any number of persons in one (1) accident, and fifty thousand dollars (\$50,000.00) for property damage in any one (1) accident. The insurance coverage shall protect the licensee and the City from and against all claims arising from operations under or in connection with the license. Such insurance shall name the City of Eufaula as an additional insured and

shall provide that the policy shall not terminate or be canceled prior to the expiration date of the license. Failure to maintain insurance coverage as set forth herein shall automatically void any approved city license to operate said service and

2. An agreement signed by the applicant indemnifying and holding the City harmless of all actions which may result from the location and operation of the mobile food vendor business on City-owned property.

4: LOCATION RULES AND REGULATIONS:

A. Any person operating a mobile food vendor business shall comply with the location rules and regulations as set out below. No mobile food vendor shall operate:

- 1. On a tract or parcel of land that is zoned other than commercial or industrial, except in conjunction with a special event authorized and permitted by the city.
- 2. Within three hundred (300) feet of the grounds of any elementary or secondary school between one (1) hour prior to the start of the school day and one (1) hour after dismissal at the end of the school day.
- 3. Within two hundred (200) feet of any public park or playground unless the city states in writing that it has no objection to the placement of such business.
- 4. Within three hundred (300) feet of any church while church is in session.
- 5. Within ten (10) feet of an entranceway to any building.
- 6. Within fifty (50) feet of any driveway entrance to a police or fire station or within ten (10) feet of any other driveway.
- 7. Within ten (10) feet of the crosswalk at any intersection.
- 8. Within ten (10) feet of any fire hydrant or FDC sprinkler intake.
- 9. From a location directly abutting or within one-hundred (100) feet of a business which specializes in a food or drink item that the mobile food vendor offers for sale, unless the applicant has written consent from the proprietor of the business.

5: OPERATIONAL RULES AND REGULATIONS:

A. Any person operating a mobile food vendor business shall comply with the operational rules and regulations as set out below. No mobile food vendor shall:

- 1. Operate a mobile food vehicle, trailer, cart, or stand in violation of the latest Edition of the ICC codes.
- 2. Leave any motor vehicle, trailer, or cart unattended.
- 3. Sell food or beverages for immediate consumption unless he has available for public use his own or a public litter receptacle which is available for his patrons' use.
- 4. Leave any location without first picking up, removing, and disposing of all trash or refuse remaining from sales made by him.
- 5. Allow any items relating to the operation of the business to be placed anywhere other than in, on, or under the stand or motor vehicle. No such items shall be stored or placed upon any public space adjacent to the business.

- 6. Set up, maintain, or permit the use of any table, crate, carton, rack, or any other device to increase the selling of display capacity of his stand or motor vehicle where such items have not been described in his application.
- 7. Solicit or conduct business with persons in motor vehicles.
- 8. Sell anything other than that which he is licensed to vend.
- 9. Conduct his business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, or create or become a public nuisance, increase traffic congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to fire, police or sanitation vehicles.
- 10. Stop, stand or park his vehicle upon any street for the purpose of selling, or sell on any street under any circumstances during hours when parking, stopping or standing has been prohibited by signs or curb markings or is prohibited by statute or ordinance.
- 11. Operate between the hours of 12:00 a.m. and 6:00 a.m. at any location.
- 12. Remain at any single location or address for more than 12 hours in any 24-hour period.

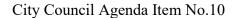
6: PUBLICLY OWNED LANDS AND RIGHTS OF WAY:

- A. Operating on publicly owned land or a public park. No mobile food vendor shall be permitted to operate on public property or any public park without the prior approval of the City Manager or his/her designee. A permit may be required in conjunction with assemblies, parades, and special events that will occupy trails, playgrounds, and other spaces normally utilized by park users.
- B. Operating within rights of way. No mobile food vendor shall be permitted to operate on any public streets, sidewalks, and other rights of way without prior approval of the City Manager or his/her designee, including, but not limited to, the Chief of Police. A permit may be required in conjunction with assemblies, parades, special events, and processions that may block and otherwise occupy space within public rights of way.

EMERGENCY: WHEREAS, it being immediately necessary for effect; preservation of the peace, health, safety, and welfare of the City of Eufaula, Oklahoma, and the inhabitants thereof, that the provisions of this Ordinance be put into full force and effect, an emergency is hereby declared to exist by reason whereof the Ordinance shall take effect and be in full force from and after its passage and publication as provided by law.

PASSED AND) APPROVED BY	THE CITY CO	UNCIL OF	THE (CITY	OF
EUFAULA THIS	DAY OF	, 2024.				
		CITY	Y OF EUFAU	LA		
			. Todd Warren			
			. 1000 wanen Mayor	1		
ATTEST:		1,	11uy 01			
W.1. : G						
Valarie Cox						
City Clerk						
(SEAL)						

Business Name	Sales Tax #	April	May	June	July	August	September	October	November	December	Total
BILL GRIDER	15536816	0	0	0	0	0	0	0	0	0	0
BITCHN FRIED RICE	16067978	0	0	0	0	0	0	0	0	0	0
EUFAULA WALKING STICK CO	16014263	0	0	0	0	0	0	0	0	0	0
JACK'S ICE CREAM	10228495	0	0	0	0	0	0	0	0	0	0
JOJOSQUE	12012725	0	0	0	0	0	0	0	0	0	0
LITTLE MAN'S CONCESSION	12864659	0	0	0	0	0	0	0	0	0	0
OKLAHOMA ROADSIDE SOUVENIERS	11972188	0	0	0	0	0	0	0	0	0	0
POSITIVE VIBES DRINKS TO GO	16071116	0	0	0	0	0	0	0	0	0	0
S&A COUNTRY TREATS	15609116	0	0	0	0	0	0	0	0	0	0
SMOKING CRAB & SEAFOOD											0
TATER TWISTER	15904296	0	0	0	0	0	0	0	0	0	0
THE LAMB & THE WOLF	16178475	0	0	0	0	0	0	0	0	0	0
THE MELTDOWN	12350907	0	0	0	0	0	0	0	0	0	0
WILD ROOTS SNOW	16220210	0	0	0	0	0	0	0	0	0	0
WONDERBAR	16059248	0	0	0	0	0	0	0	0	0	0
SMOKE NATION	16255452								32.51	18.55	51.06
THE SHRIMP EXPRESS	10117468						26.04	27.6	1	10.24	64.88
D'S NUTS & BALLS	16060513						34.2	1.96	0	37.47	73.63
WILDGOOSE	14662878									81.88	81.88
TACOS DE LA CRUZ	16139263						45.72	57.94	33.06	46.72	183.44
OKIE SNOW	15367146							20.46	196.05	18.9	235.41
HENRI'S MINI'S & MORE	16225465					64.87	59.45	120.4	20.96	17.85	283.53
GORDITOS TAQUERIA	14440460					33.25	67.52	112.18	130.69	230.09	573.73
SMITTY'S SMOKEHOUSE	15976250	60.58	61.35	83.01		113.81	316.39	410.98	165.95	198.82	1410.89
BB'S PIZZA	10316355 p	aid	paid	7.05.33		738.6	623.12	845.72	623.28	731.51	3562.23
ROJAS TAQUERIA & CANTINA	16076741						2454.09	3484.92	1511.74	1512.75	8963.50





Meeting Date: January 8, 2024

Agenda Item Memo

Item Title: Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of Cunningham Construction Pay Application #1 for Old City Hall remodel in the amount of \$140,471.32.

Initiator: Jeb Jones, City Manager

Information Source: Jeb Jones, City Manager

Background: This is Pay App #1 for the City Hall Project; this includes the rough plumbing,

partial roof payment, and concrete work pouring a new floor.

Council Pillar: Financial Sustainability

Financial Impact: \$140,471.32

Attachment: Cunningham Construction Pay App #1

Recommended Action: Approve pay application



Application and Certificate for Payment

TO OWNER: City of Eufaula	PROJECT:	Eufaula City Hall 64 Memorial Drive Eufaula, OK 74432	APPLICATION NO: 001 oufaula, OK 74432 PERIOD TO: December 31, 2023	Distribution to: OWNER:
FROM Cunningham Construction Services CONTRACTOR: 3040 N. Hemlock Circle Broken Arrow, OK 74012	VIA ARCHITECT:		CONTRACT FOR: General Construction CONTRACT DATE: PROJECT NOS: KKT Architects, Inc. / Cunningham Construction / City of Eufaula	ARCHITECT: CONTRACTOR: FIELD:
				OTHER:
CONTRACTOR'S APPLICATION FOR PAYMENT	PAYMENT		The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Amilication for Payment has been	ontractor's knowledge, or Payment has been
Application is made for payment, as shown below, in connection with the Contract. AIA Document G703®, Continuation Sheet, is attached.	nnection with the Co	ntract.	completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and	nounts have been paid ment were issued and
1. ORIGINAL CONTRACT SUM		\$885,000.00	payments received from the Owner, and that current payment shown herein is now due.	n herein is now due.
2. NET CHANGE BY CHANGE ORDERS		\$0.00	TRACTOR!	12/29/23
3. CONTRACT SUM TO DATE (Line 1 ± 2)		\$885,000.00	By: Uate: Date:	1 1 1 1 1 1 1 1
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	on G703)	\$147,864.55	State of: CXICCN-C.	TIS-BABNES
5. RETAINAGE:			County of: To Caco	te of Oklahoma
a. 5.00 % of Completed Work	Ę			23015219
(Colum	25	\$7,393.23	me this Zerv day of Least 11-17-2027	oires 11-17-2027
b. 5.00 % of Stored Material (Column F on G703)		\$0.00	Notary Public: Modern Softh 25500	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	of G703)	\$7,393.23	My Commission expires: 11.17.27	
6 TOTAL EABNED LESS RETAINAGE		\$140,471.32	ARCHITECT'S CERTIFICATE FOR PAYMENT	
(Line 4 Less Line 5 Total)			In accordance with the Contract Documents, based on on-site observations and the data	ervations and the data
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT		\$0.00	comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge information and belief the Work has progressed as indicated, the	nat to the best of the essed as indicated, the
(Line 6 from prior Certificate)			quality of the Work is in accordance with the Contract Documents, and the Contractor is	, and the Contractor is
8 CURRENT PAYMENT DUE		\$140,471.32	entitled to payment of the AMOUNI CERTIFIED.	
9. BALANCE TO FINISH, INCLUDING RETAINAGE			AMOUNT CERTIFIED	\$140,471.32
(Line 3 less Line 6)	\$744	\$744,528.68	(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)	itial all figures on this th the amount certified.)
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS	ARCHITECT:	
Total changes approved in previous months by Owner	\$0.00		By:	
Total approved this Month	\$0.00		This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor	e only to the Contractor
TOTALS	\$0.00		named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of	prejudice to any rights of
NET CHANGES by Change Order		\$0.00	the Owner or Contractor under this Contract.	

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Continuation Sheet

								100	
AIA D	AIA Document G702®, Application and Certification for Payment, or G732 TM	ion and Certificati	on for Payment, or	G732 TM ,		APPLICATION NO:		001	
Applica	Application and Certificate for Payment, Construction Manager as Adviser Edition,	ayment, Constructi	ion Manager as Adv	viser Edition,		APPLICATION DATE:			
contain	containing Contractor's signed certification is attached	rtification is attach	ed.			PERIOD TO:			
Use Co	Use Column I on Contracts where variable retainage for line items may apply	e variable retainag	e for line items may	y apply.		ARCHITECT'S PROJECT NO:	0:	KKT Architects, Inc.	Inc.
⋖	В	S	D	E	F	Ð		Н	I
			WORK COI	OMPLETED	MATERIALS	TOTAL			
ITEM	DESCRIPTION OF	SCHEDULED	FROM		PRESENTLY	COMPLETED AND	%	BALANCE TO FINISH	RETAINAGE
NO.		VALUE	APPLICATION	THIS PERIOD	STORED (NOT IN D OR E)	STORED TO DATE $(D + E + F)$	(Q÷C)	(C - G)	RATE)
-	General Conditions	120 628 00	0.00	7,137.00	00.00	7,137.00	5.92%	113,491.00	356.85
-	Concrete & Masonry	94 864.00	0.00	34,608.00	00.00	34,608.00	36.48%	60,256.00	1,730.40
1 (Roofing	125,649,44	0.00	100,519.55	00.00	100,519.55	80.00%	25,129.89	5,025.98
4	Millwork	24,164.00	00.0	00.0	0.00	0.00	0.00%	24,164.00	0.00
	Doors, windows,	01 261 00	000	00 0	00 0	00 0	%0000	90.126.40	00.00
2	hardware	90,126.40	00.0	00.0	00.0	00 0	%00 0	161,425.60	0.00
9	Finishes	161,425.60	0.00	0.00	00.0	00:00 5	3 000%		280 00
7	Mechanical	186,942.56	0.00	5,600.00	0.00	3,000.00	3.00.0		00.007
∞	Electrical	81,200.00	00.00	0.00	0.00	00.00	0.00%	81,200.00	0.00
		00.00	00.00	0.00	0.00	00.00	0.00%		0.00
		00.00	00.00	00.00	00.0	00.00	0.00%	00.0	0.00
		0.00	00.0	0.00	00.00	00.00	0.00%	00.0	0.00
		00.00	00.00	0.00	00.00	00.00	0.00%	00.00	0.00
		00.00	0.00	0.00	00.00	00.00	0.00%		0.00
		00.00	00'0	00.0	0.00	00.00	0.00%	00.0	0.00
		0.00	00.00	0.00	00.00	00.00	0.00%	00.00	0.00
		0.00	0.00	00.0	00.0	00.00	0.00%	00.0	0.00
		00 0	0.00	0.00	00.0	00.00	0.00%	00.0	0.00
		0.00	0.00	0.00	00.0	00.00	0.00%	00.00	00.00
		00.0	00.00	0.00	00.0	00.00	0.00%	00.00	0.00
		0.00	00.0	0.00	00.00	00.00	0.00%		0.00
	GRAND TOTAL	\$885,000.00	80.00	\$147,864.55	\$0.00	\$147,864.55	16.71%	\$737,135.45	\$7,393.23

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City Council Agenda Item No.

Meeting Date: January 8, 2024

Agenda Item Memo

Item Title: Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement to accept Ward 1 Councilman Josh Cummings's resignation.

Initiator: Jeb Jones, City Manager

Information Source: Jeb Jones, City Manager; Kay Robbins Wall, City Attorney

Background: Mr. Cummings was offered a Patrol Officer position with the Eufaula Police Department. As a result, it was necessary for Mr. Cummings to submit his resignation from the Ward 1 Council seat to be officially hired into the position.

Council Pillar: n/a

Financial Impact: n/a

Attachment: Cummings Resignation, State Statute

Recommended Action: Accept the resignation



Oklahoma Statutes Citationized

Title 11. Cities and Towns

Chapter 1 - Oklahoma Municipal Code

Article Article VIII - Officers - General Provisions

Section 8-109 - Vacancies in Office

Cite as: O.S. §, ____

A. When a vacancy occurs in an office of an elected municipal official except the mayor, the governing body shall appoint, by a majority vote of the remaining members, a person to fill the vacancy until the next general municipal election, or the next biennial town meeting if the municipality is subject to the Oklahoma Town Meeting Act, Section 11-16-301 et seq. of this title, and to serve until a successor is elected and qualified. Any vacancy shall then be filled at the next general municipal election or biennial town meeting by election of a person to complete the balance of any unexpired term. If the vacancy has not been filled within sixty (60) days after it occurs, the governing body shall call for a special election or a special town meeting for the purpose of filling the vacancy for the duration of the unexpired term unless said vacancy occurs or said election would occur within one hundred twenty (120) days prior to the filing period for the next general municipal election or within one hundred twenty (120) days prior to the next general municipal election or within one hundred twenty (120) days prior to the next general municipal election or within one hundred twenty (120) days prior to the next general municipal election or within one hundred twenty (120) days prior to the next general municipal election or within one hundred twenty (120) days prior to the next general municipal election or within one hundred twenty (120) days prior to the next general municipal election or within one hundred twenty (120) days prior to the next general municipal election or at a special election or at a special town meeting, it shall be filled by appointment as provided for in this subsection.

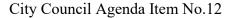
B. If a majority of the offices of a governing body become vacant more than sixty (60) days before the beginning of a regular filing period for general municipal elections or more than sixty (60) days before the biennial town meeting, the remaining members of the governing body shall call for a special election or a special town meeting, if the municipality is subject to the Oklahoma Town Meeting Act, to be held as soon as possible in the municipality for the purpose of filling all vacant offices for the remainder of their unexpired terms if the election or town meeting can be held more than sixty (60) days before the beginning of the filling period for the general election or more than sixty (60) days before the next biennial town meeting. The remaining members of the governing body may pay claims in accordance with Section 11-17-102 of this title and, when necessary to avoid financial loss or injury to a person or property, may take any action otherwise authorized for the governing body except the enactment of an ordinance.

C. If all the offices of the governing body become vacant, the municipal clerk or acting municipal clerk shall be the interim mayor until a member of the governing body is elected and qualified. If there is no municipal clerk or acting municipal clerk in office, the municipal treasurer shall serve as interim mayor and acting municipal clerk. If there is no municipal officer in office, the Governor may appoint a registered voter of the municipality as interim mayor and acting municipal clerk. The appointed interim mayor shall give bond for the faithful performance of his duties within ten (10) days after his appointment. The municipality shall pay the premium on the bond.

- D. The interim mayor shall exercise the authority of the governing body for only those purposes set out in this section.
- 1. Within five (5) days of the occurrence of the last vacancy, the interim mayor shall call a special election or a special town meeting, if the municipality is subject to the provisions of the Oklahoma Town Meeting Act, for the purpose of filling the unexpired terms in accordance with subsection B of this section. If all of the offices of the governing body become vacant sixty (60) days or less before the beginning of a regular filing period for general elections or sixty (60) days or less before the next biennial town meeting, the interim mayor shall call the regular general election or the biennial town meeting, whichever is appropriate. If the interim mayor fails or refuses to call an election or town meeting, whichever is appropriate, the board of county commissioners of the county in which the municipality is located shall call the election or town meeting. The county sheriff, or his deputy, shall attend any town meeting called by the board of county commissioners and, if the interim mayor fails to conduct the meeting, shall moderate the meeting. The interim mayor or the sheriff or deputy who is moderating the meeting is authorized to appoint a registered voter of the municipality to take the minutes of the meeting. If the vacancies are not filled by the election or town meeting called for the purpose, the Governor may appoint registered voters of the municipality to fill the vacancies without regard to wards for the balance of the unexpired term.
- 2. The interim mayor may pay claims in accordance with subsection C of Section 11-17-102 of this title. The interim mayor shall submit a list of such payments to the governing body of the municipality no later than the second regular meeting after the vacancies are filled.
- E. To be eligible for appointment to fill a vacancy in an elected municipal office a person must meet the same qualifications required for filing a declaration for candidacy for that office.

Historical Data

Laws 1977, HB 1100, c. 256, § 8-109, eff. July 1, 1978; Amended by Laws 1979, HB 1297, c. 44, § 1, emerg. eff. April 9, 1979; Amended by Laws 1984, HB 1669, c. 126, § 6, eff. November 1, 1984; Amended by Laws 1988, SB 597, c. 105, § 16, eff. November 1, 1988; Amended by Laws 1989, SB 162, c. 255, § 1, emerg. eff. May 19, 1989.





Meeting Date: December 8, 2023

Agenda Item Memo

Item Title: Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of an appointment to the position of Vice Mayor.

Initiator: Jeb Jones, City Manager

Information Source: Jeb Jones, City Manager

Background: With the resignation of Mr. Cummings (Vice Mayor), the council will need to

vote on a replacement to fill the position.

Council Pillar: n/a

Financial Impact: n/a

Attachment: none

Recommended Action: Nominate and vote to appoint a replacement for Vice Mayor.

Fund Summary

Fund

90-Public Works Authority

Units 1,767.75 Amount 55,905.52

Grand Total:

1,767.75

55,905.52

PWA Claims List



City of Eufaula, OK

By Check Number

Date Range: 12/01/2023 - 12/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: EPWA-EPW		12/01/2022	Danislas	0.00	500.00	242406
95-02	ACCURATE ENVIRONMENTAL LLC	12/01/2023	Regular	0.00		212196
94-02	CANADIAN VALLEY ELECTRIC	12/01/2023	Regular	0.00	1,895.00	
14214-02 00190-02	CINTAS	12/01/2023	Regular	0.00		212198 212199
82-02	Enterprise FM Trust	12/01/2023	Regular	0.00 0.00		212199
758-02	EUFAULA TRUE VALUE FLEETCOR TECHNOLOGIES	12/01/2023	Regular	0.00		212200
15792-02	Jeb Jones	12/01/2023 12/01/2023	Regular Regular	0.00		212201
15846-02	La Tire Shop	12/01/2023	Regular	0.00		212202
251-02	O G & E	12/01/2023	Regular	0.00	5,721.99	
15326-02	SHEILA EDWARDS	12/01/2023	Regular	0.00	5,000.00	
14482-02	SUE'S RECYCLING & SANITATION	12/01/2023	Regular	0.00	7,944.51	
14152-02	USA BLUE BOOK	12/01/2023	Regular	0.00	3,880.71	
12851-02	UTILITY SUPPLY COMPANY	12/01/2023	Regular	0.00	3,521.51	
14323-02	VYVE BROADBAND A,INC	12/01/2023	Regular	0.00	· ·	212208
14515-02	WATER TECH, INC	12/01/2023	Regular	0.00	8,014.80	
15570-02	Winwater Fort Smith	12/01/2023	Regular	0.00	6,843.55	
95-02	ACCURATE ENVIRONMENTAL LLC	12/08/2023	=	0.00	•	212211
15672-02	AT T		Regular	0.00		212212
94-02		12/08/2023	Regular	0.00		212214
13372-02	CANADIAN VALLEY ELECTRIC	12/08/2023	Regular	0.00		212215
	DEARBORN NATIONAL	12/08/2023	Regular	0.00		
14171-02	Delta Dental	12/08/2023	Regular			212217
239-02	EUFAULA AUTO PARTS NAPA	12/08/2023	Regular	0.00		212218
82-02	EUFAULA TRUE VALUE	12/08/2023	Regular	0.00	1,374.89	
758-02	FLEETCOR TECHNOLOGIES	12/08/2023	Regular	0.00		212220
569-02	HOPKINS PROPANE	12/08/2023	Regular	0.00		212221
15846-02	La Tire Shop	12/08/2023	Regular	0.00		212222
12511-02	LIBERTY NATIONAL LIFE INSUR.	12/08/2023	Regular	0.00		212223
14158-02	MetLife	12/08/2023	Regular	0.00		212224
257-02	OKLAHOMA MUNICIPAL RETIREMENT	12/08/2023	Regular	0.00	1,481.53	
14456-02	OPEHW HEALTH PLAN	12/08/2023	Regular	0.00	3,539.89	
759-02	O'REILLY AUTO PARTS	12/08/2023	Regular	0.00		212227
14274-02	PIED PIPER SERVICES OF NORTH AMERICA LLC	12/08/2023	Regular	0.00		212228
15302-02	PITNEY BOWS INC.	12/08/2023	Regular	0.00		212229
336-02	T. H. ROGERS LUMBER CO.	12/08/2023	Regular	0.00		212230
15352-02	TECHNICAL PROGRAMMING SERVICES	12/08/2023	Regular	0.00	1,130.43	
15207-02	TWIN CITIES READY MIX, INC	12/08/2023	Regular	0.00		212232
14152-02	USA BLUE BOOK	12/08/2023	Regular	0.00		212233
12967-02	USACE, TULSA DISTRICT	12/08/2023	Regular	0.00		212234
12851-02	UTILITY SUPPLY COMPANY	12/08/2023	Regular	0.00		212235
15576-02	White Star Machinery & Supply Co	12/08/2023	Regular	0.00		212236
00190-02	Enterprise FM Trust	12/11/2023	Regular	0.00		212237
00174-02	Chad's Automotive Repair Service	12/14/2023	Regular	0.00		212238
82-02	EUFAULA TRUE VALUE	12/14/2023	Regular	0.00		212239
758-02	FLEETCOR TECHNOLOGIES	12/14/2023	Regular	0.00		212240
303-02	HAYNES EQUIPMENT COMPANY	12/14/2023	Regular	0.00	1,372.34	
14152-02	USA BLUE BOOK	12/14/2023	Regular	0.00		212242
14515-02	WATER TECH, INC	12/14/2023	Regular	0.00	18,069.80	
00237-02	Apptegy,INC	12/15/2023	Regular	0.00	2,820.00	
00053-02	BANK OF AMERICA	12/15/2023	Regular	0.00	1,943.59	
352-02	BEMAC SUPPLY	12/15/2023	Regular	0.00	1,147.67	
82-02	EUFAULA TRUE VALUE	12/15/2023	Regular	0.00		212247
15294-02	ONSITE INSTRUMENT SERVICES CO. LLC	12/15/2023	Regular	0.00	10,897.00	
15302-02	PITNEY BOWS INC.	12/15/2023	Regular	0.00		212249
14482-02	SUE'S RECYCLING & SANITATION	12/15/2023	Regular	0.00	1,050.00	212250

1/3/2024 3:35:22 PM Page 1 of 4

PWA Claims List Date Range: 12/01/2023 - 12/31/2023

				_	ate nanger ==, e=, =e	
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
336-02	T. H. ROGERS LUMBER CO.	12/15/2023	Regular	0.00		212251
12851-02	UTILITY SUPPLY COMPANY	12/15/2023	Regular	0.00		212252
15131-02	VALLEY ELECTRIC SERVICES LLC	12/15/2023	Regular	0.00	3,064.89	
15344-02	VIP TECHNOLOGY GROUP LLC	12/15/2023	Regular	0.00		212254
14515-02	WATER TECH, INC	12/15/2023	Regular	0.00		212255
15429-02	Auto Doctors	12/22/2023	Regular	0.00		212257
00151-02	Coop's Drivers, Motors, and Controls	12/22/2023	Regular	0.00	3,300.00	
13372-02	DEARBORN NATIONAL	12/22/2023	Regular	0.00		212259
14171-02	Delta Dental	12/22/2023	Regular	0.00		212260
239-02	EUFAULA AUTO PARTS NAPA	12/22/2023	Regular	0.00		212261
82-02	EUFAULA TRUE VALUE	12/22/2023	Regular	0.00		212262
15314-02	FIRST NET AT&T	12/22/2023	Regular	0.00		212263
758-02	FLEETCOR TECHNOLOGIES	12/22/2023	Regular	0.00	311.64	212264
00097-02	Flo Trend LLC	12/22/2023	Regular	0.00	2,100.00	212265
569-02	HOPKINS PROPANE	12/22/2023	Regular	0.00	189.44	212266
12511-02	LIBERTY NATIONAL LIFE INSUR.	12/22/2023	Regular	0.00		212267
14158-02	MetLife	12/22/2023	Regular	0.00	38.10	212268
257-02	OKLAHOMA MUNICIPAL RETIREMENT	12/22/2023	Regular	0.00	1,285.41	212269
1843-02	OKLAHOMA ONE CALL SYSTEM INC	12/22/2023	Regular	0.00	120.00	212270
14456-02	OPEHW HEALTH PLAN	12/22/2023	Regular	0.00	3,539.89	212271
759-02	O'REILLY AUTO PARTS	12/22/2023	Regular	0.00	6.59	212272
14482-02	SUE'S RECYCLING & SANITATION	12/22/2023	Regular	0.00	28,052.46	212273
15352-02	TECHNICAL PROGRAMMING SERVICES	12/22/2023	Regular	0.00	210.84	212274
247-02	BANK OF OKLAHOMA	12/29/2023	Regular	0.00	63,229.17	212275
352-02	BEMAC SUPPLY	12/29/2023	Regular	0.00	674.00	212276
94-02	CANADIAN VALLEY ELECTRIC	12/29/2023	Regular	0.00	1,414.00	212277
14214-02	CINTAS	12/29/2023	Regular	0.00	104.85	212278
82-02	EUFAULA TRUE VALUE	12/29/2023	Regular	0.00	7.16	212279
758-02	FLEETCOR TECHNOLOGIES	12/29/2023	Regular	0.00	409.66	212280
12646-02	INTERSTATE ELECTRIC CORP	12/29/2023	Regular	0.00	4,818.00	212281
12218-02	OK CENTRALIZED SUPPORT	12/29/2023	Regular	0.00	346.12	212282
473-02	OK WATER RESOURCES BOARD	12/29/2023	Regular	0.00	14,988.33	212283
14735-02	OKLAHOMA WATER RESOURCES BOARD	12/29/2023	Regular	0.00	2,888.66	212284
14274-02	PIED PIPER SERVICES OF NORTH AMERICA LLC	12/29/2023	Regular	0.00	55.00	212285
00245-02	Smart Dollar	12/29/2023	Regular	0.00	1,225.00	212286
00149-02	Steve Wheeler	12/29/2023	Regular	0.00	3,000.00	212287
15850-02	Tyler Technolgies, INC	12/29/2023	Regular	0.00	180.00	212288
12851-02	UTILITY SUPPLY COMPANY	12/29/2023	Regular	0.00	777.71	212289
15344-02	VIP TECHNOLOGY GROUP LLC	12/29/2023	Regular	0.00	379.98	212290
14515-02	WATER TECH, INC	12/29/2023	Regular	0.00	9,360.00	212291
321-02	BANK OF EUFAULA	12/08/2023	Bank Draft	0.00	1,607.55	DFT0000796
264-02	OKLAHOMA TAX COMMISSION	12/08/2023	Bank Draft	0.00	843.00	DFT0000797
321-02	BANK OF EUFAULA	12/08/2023	Bank Draft	0.00	2,780.90	DFT0000798
321-02	BANK OF EUFAULA	12/08/2023	Bank Draft	0.00	650.40	DFT0000799
248-02	OK EMPLOYMENT SECURITY COMM.	12/08/2023	Bank Draft	0.00	84.31	DFT0000800
321-02	BANK OF EUFAULA	12/14/2023	Bank Draft	0.00	131.26	DFT0000814
264-02	OKLAHOMA TAX COMMISSION	12/14/2023	Bank Draft	0.00	117.00	DFT0000815
321-02	BANK OF EUFAULA	12/14/2023	Bank Draft	0.00	771.82	DFT0000816
321-02	BANK OF EUFAULA	12/14/2023	Bank Draft	0.00	180.52	DFT0000817
248-02	OK EMPLOYMENT SECURITY COMM.	12/14/2023	Bank Draft	0.00	21.62	DFT0000818
321-02	BANK OF EUFAULA	12/22/2023	Bank Draft	0.00	996.52	DFT0000824
264-02	OKLAHOMA TAX COMMISSION	12/22/2023	Bank Draft	0.00		DFT0000825
321-02	BANK OF EUFAULA	12/22/2023	Bank Draft	0.00	2,018.16	DFT0000826
321-02	BANK OF EUFAULA	12/22/2023	Bank Draft	0.00		DFT0000827

1/3/2024 3:35:22 PM Page 2 of 4

PWA Claims List

Vendor Number

248-02

Vendor NameOK EMPLOYMENT SECURITY COMM.

Payment Date 12/22/2023

Payment Type Bank Draft Discount Amount 0.00 Payment Amount Number 52.36 DFT0000828

Date Range: 12/01/2023 - 12/31/2023

Bank Code EPWA Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	129	94	0.00	247,798.28
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	15	15	0.00	11,281.40
EFT's	0	0	0.00	0.00
	144	109	0.00	259,079.68

1/3/2024 3:35:22 PM Page 3 of 4

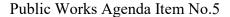
All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	129	94	0.00	247,798.28
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	15	15	0.00	11,281.40
EFT's	0	0	0.00	0.00
	144	109	0.00	259.079.68

Fund Summary

Fund	Name	Period	Amount
90	Public Works Authority	12/2023	259,079.68
			259,079.68

1/3/2024 3:35:22 PM Page 4 of 4





Meeting Date: January 8, 2024

Agenda Item Memo

Item Title: Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of pay application #9 from Lone Hickory Cattle L.L.C. for the CWSRF Sewer Project in the amount of \$9,074.11.

Initiator: Staff

Information Source: Jeb Jones, City Manager

Background: DEQ prefers that construction payments be approved by the governing body, that the invoiced services are within the scope of the projects, and that the governing body approves the contract documents. The engineer and staff reviewed and verified the contractor's application for payment, and DEQ has done a preliminary review. Upon approval by the governing body, DEQ will complete its review before issuing funds to the Authority, which will then be used to pay the contractor.

This pay application is for materials and supplies for the Sewer Improvement Project.

Council Pillar: Reliable Infrastructure/Fiscal Sustainability

Financial Impact: \$95,074.11 budgeted in Eufaula Public Works/CWSRF, Capital Outlay, 97-92-6401-00.

Attachment: DW-271 and Invoices.

Recommended Action: Approval of pay application #9

				Contrac	ctor's Applic	ation for Pa	yment No. 9
			Application Period:	11/23/23 to		Application Date:	December 22, 2023
To (Owner):	Eufaula Public Works		From (Contractor):	Lonehickory	Cattle L.L.C.	Via (Engineer):	Cowan Group Engineering LLC
Project:	Sanitary Sewer Improvements		Contract:	ORF-22-0016-0	CW		
Owner's Contract No.:			Contractor's Project No.:			Engineer's Project No.	20-922
Application for P	ayment						
	Change Order Summary						
Approved Change Orders		1. ORIGINAL CONTI	RACT PRICE			\$2,282,071.00	
Number	Additions	Deductions	2. Net change by Ch	ange Orders			\$0,0
			3. CURRENT CONTI	RACT PRICE (Line	1 ± 2)		\$2,282,071.00
		- 3	4. TOTAL COMPLET		TO DATE		\$1,039,391.33
			5. RETAINAGE:				
			a5	% x	\$848,865.00	Contract Amount	\$42,443.25
			b. 5	% х	\$190,526.32	Stored Material	\$9,526.33
			c. Total Retains	age (Line 5a + Line	e 5b)		\$51 ,969.5
TOTAL	\$0.00	60.00	6. AMOUNT ELIGIBI	E TO DATE (Line	4 - Line 5c)		\$987,421.7
TOTAL	\$0.00	\$0.00	7. LESS PREVIOUS	PAYMENTS (Line	6 from prior Application)		\$891,747.6

8. AMOUNT DUE THIS APPLICATION

9. BALANCE TO FINISH, PLUS RETAINAGE

(Column G on Progress Estimate + Line 5 above)

Contractor's Certification

NET CHANGE BY

CHANGE ORDERS

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

\$0.00

Ву:	/ / / / /	Date
	Wes (all!	12-22-2

Payment of:	\$95,674.11 (Line 8 or other) - attach explantation of other amount)	
is recommended by:	(Engineer)	12/27/23 (Date)
Payment of:	(Line 8 or other - attach explanation of other amount)	
is approved by:	(Owner)	(Date)
Approved by:	Funding Agency (if applicable)	(Date)

\$891,747.64

\$95,674.11

\$1,294,649.25

Progress Estimate

Contractor's Application

or (contra	Continuity Octobritishing the state of the s								_				9			
pplication	Period 11/25/23 to 12/22/2023								_		_		December	22, 2023		
	A	Bid		,		_	В	C		D		E	F			G
	item d item No Description		tv		Unit		Bid Value	Estimated Quantity		Value		terials Presently ored (not in C)	Total Completed and Store to Date (D + E)	96 (E)		Balance to Finish (B - F)
Bid Item N			• •		11100		Va.05	Installed			, o	orou (not in o)	10 0010 (0 1 2)	B B	(0-7)	
	SANITARY SEWER IMPROVEMENTS															
.1	MOBILIZATION	1	LS	S	50,000.00	\$	50,000.00	0.50	\$	25,000.00	\$	- 1	\$ 25,000.00	50%	\$	25,000.00
2	8-INCH PVC SDR-35 SANITARY SEWER (TRENCHING)	2060	LF	S	60.00	\$	123,600.00	690	\$	41,400,00	\$	15,482.76	\$ 56,882,76	46%	S	66,717,24
3	10-INCH PVC SDR-35 SANITARY SEWER (TRENCHING)	832	LF	S	70.00	\$	58,240.00		\$		\$	20,915 64	\$ 20,915,64	36%	S	37,324.30
4	8-INCH HDPE DR-17 SANITARY SEWER (BURSTING)	18293	LF	\$	60.00	\$	1,097,580.00	8989	\$	539,340,00	\$	99,103.65	\$ 638,443.65	58%	\$	459,136,35
5	10-INCH HDPE DR-17 SANITARY SEWER (BURSTING)	331	LF	\$	70.00	\$	23,170.00		\$	¥	\$		\$ -	0%	S	23,170,00
6	SERVICE CONNECTION	243	EA	\$	800.00	\$	194,400.00	83	S	66,400.00	\$	37,805.27	\$ 104,205.27	54%	S	90,194.73
7	CEMENTITIOUS MANHOLE COATING	175	VF	S	100.00	\$	17,500.00		\$	=======================================	\$		\$ -	0%	\$	17,500.00
8	NEW MANHOLE FRAME, COVER, AND SEAL	2	EA	S	1,250.00	\$	2,500.00		\$		\$	2	\$ -	0%	\$	2,500.00
9	3" MANHOLE GRADE ADJUSTMENT WITH SEAL AND REPLACE FRAN	7	EA	S	1,000.00	\$	7,000.00		\$	-	\$		\$ -	0%	S	7,000.00
10	STANDARD 4' DIAMETER MANHOLE REMOVAL AND REPLACEMENT	43	EA	S	5,000.00	\$	215,000.00	19	s	95,000.00	S	17,219.00	\$ 112,219,00		\$	102,781,00
11	STANDARD 4' DIAMETER MANHOLE NEW CONSTRUCTION	21	EA	S	5,000.00	\$	105,000.00		s	-	\$	*	\$ -	0%	\$	105,000,00
12	REPLACE BENCH & TROUGH	16	EA	5	1,500.00	\$	24,000.00		\$	-	S	-	\$ -	0%	\$	24,000.00
13	ASPHALT REMOVAL AND REPLACEMENT	975	SY	S	65.00	\$	63,375.00	475	\$	30,875.00	S		\$ 30,875,00		\$	32,500.00
14	CONCRETE REMOVAL AND REPLACEMENT	100	SY	s	65.00	\$	6,500.00	100	\$	6,500.00	\$	£	\$ 6,500.00		\$	02,000,0
15	SOLID SLAB SODDING	2571	SY	s	10.00	\$	25,710.00		\$		S	2	\$ -	0%	\$	25,710,00
16	EXTRA DEPTH MANHOLE	96	VF	S	150.00	\$	14,400.00		\$		\$	-	\$ -	0%	\$	14,400.00
17	PRE INSTALLATION VIDEO INSPECTION	21516	LF	S	4.00	S	86.064.00	8026	s	32,104.00	S		\$ 32,104.00		\$	53,960.00
18	POST INSTALLATION VIDEO INSPECTION	21516	LF	S	2.00	S	43,032.00		s	12,246,00	\$		\$ 12,246.00		\$	30,786.00
19	TESTING	1	LS	S	10.000.00	s	10,000.00		\$	12,210.00	S	- 2	\$ -	0%	\$	10,000.00
20	BYPASS PUMPING	1	LS	s	7.500.00	s	7,500.00		\$		\$	- 2	\$ -	0%	\$	7,500.00
21	TEMPORARY EROSION AND SEDIMENT CONTROL	1	LS	S	2,500.00	S	2,500.00		\$		\$		\$ -	0%	\$	2,500.00
22	TRAFFIC CONTROL	1	LS	S	5,000.00	S	5.000.00		\$		\$		\$ -	0%	\$	5,000.00
23	SPOT REPAIRS	20	EA	S	5,000.00	s	100,000.00		S		S.		\$ -	0%	\$	100,000.00
	Base Totals		/	Ť	\$1000.00	8	2,282,071.00		\$	848.865.00		190,526,32	\$ 1.039.391.32		+-	1,242,679.68
				1		Ψ.	2,202,07 1.00		1 4	040,000.00	Ψ	190,326.32	\$ 1,039,391.32	Φ 0.46	1 2	1,242,679.6

EJCDC No C-620 (2002 Edition)

Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute

Page 2 of 3

Stored Material Summary

Contractor's Application

For (contract		ewer Improvements			Application Numb			9	
Application P	II.	0 12/22/2023			Application Date:	12/22/202			
Α	В	C				E	(G
Invoice No.	Shop Drawing Transmittal No. Materials Description		Stored Pr	reviously	Stored	this Month	Incorporal	Materials Remaining in Storage (\$)	
			Date (Month/Year)	Amount (\$)	Amount (\$)	Subtotal (D + E)	Date (Month/Year)	Amount (\$)	(E subtotal - F)
		MOBILIZATION 8-INCH PVC SDR-35 SANITARY SEWER (TRENCHING) 10-INCH PVC SDR-35 SANITARY SEWER (TRENCHING) 8-INCH HDPE DR-17 SANITARY SEWER (BURSTING) 10-INCH HDPE DR-17 SANITARY SEWER (BURSTING) SERVICE CONNECTION CEMENTITIOUS MANHOLE COATING NEW MANHOLE FRAME, COVER, AND SEAL 3" MANHOLE GRADE ADJUSTMENT WITH SEAL AND REPLACE FRAME, COVER, AND SEAL STANDARD 4" DIAMETER MANHOLE REMOVAL AND REPLACEMENT STANDARD 4" DIAMETER MANHOLE NEW CONSTRUCTION REPLACE BENCH & TROUGH ASPHALT REMOVAL AND REPLACEMENT CONCRETE REMOVAL AND REPLACEMENT SOLID SLAB SODDING EXTRA DEPTH MANHOLE PRE INSTALLATION VIDEO INSPECTION POST INSTALLATION VIDEO INSPECTION TESTING BYPASS PUMPING TEMPORARY EROSION AND SEDIMENT CONTROL TRAFFIC CONTROL SPOT REPAIRS			\$ 23,279.76 \$ 20,915.64 \$ 194,926.39 \$ 57,416.51 \$ - \$ 32,192.00	\$ 20,915,64		\$ 7,797.00 \$ 95,822.74 \$ 19,611.24 \$ 5 \$ 14,973.00 \$ 5 \$ 5 \$ 5 \$ 5 \$ 5 \$ 5 \$ 5 \$ 5 \$ 5 \$ 5	\$ 20,915.6 \$ 99,103.6 \$ 37,805.2 \$
		Totals			\$ 328,730.30			\$ 138,203.98	\$ 190,526.3

EJCDC No. C-620 (2002 Edition)

Page 3 of 3

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December 27, 2023

Clean Water State Revolving Fund Oklahoma Water Resources Board 3800 N Classen Blvd. Oklahoma City, Oklahoma 73118

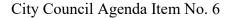
Attn: Mathew Cortez

Subject: <u>Eufaula Public Works Authority Sanitary Sewer System Improvements</u> CWSRF-ORF-22-0016-CW: Davis-Bacon Payroll Reporting

We have reviewed the weekly payroll submissions for the month of **November - December 2023** for the above referenced project. Payroll records indicate that employees are paid weekly, without unauthorized payroll deductions, and in accordance with the wage determination established in the Contract. The reviewed payroll records will be kept on file at **Cowan Group Engineering**, **LLC** until the Contract is complete, when they will be delivered to the Eufaula Public Works Authority.

Respectfully,

Michael Taylor, PE Project Manager





Meeting Date: January 8, 2024

Agenda Item Memo

Item Title: Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of Eufaula Sewer Project Change Order #1.

Initiator: Jeb Jones, City Manager

Information Source: Jeb Jones, City Manager

Background: This change order is needed to recognize the additional sub-basin H rehab funded

by the \$1 million MCN-OWRB-IHS funding.

Council Pillar: Reliable Infrastructure, Financial Sustainability

Financial Impact: \$1million dollars

Attachment: Change Order #1

Recommended Action: Approve change order #1.

CONTRACT CHANGE ORDER

Change Order Number:	#1		Engine	er:	Cowan Group	Engineering		
Date:	November 1, 2023	_	Address	s:	7100 N. Class	en, Suite 500		
Bid Number:	ORF-22-0016-CW	_			OKC, OK 731	16		
		_	Phone:		405-463-3369			
Project Name:	Sewer Improvements	- -	Fax:					
		_						
Contractor:	Lonehickory Cattle, LLC		Owner	(Grantor):	City of Eufuala			
Address:	5433 SE 235th Road		Address	s:	17 Hosptial Dr	ve		
	Talihina, OK 74571	=			Eufaula, OK 74	1432		
Phone:	918-721-2290	_	Phone:		918-689-2534			
Fax:	918-522-4820	- -	Fax:					
	THE FOLLOWING CHANGES AR	E HEREBY AMENDED INTO THE COM	NTRACT	PLANS AND	SPECIFICATION	ONS:		
ITEM	DE	SCRIPTION	UNIT	UNIT PRICE	CONTRACT QUANTITY	AMENDED QUANTITY	COST	
Base Bid Item No.								
2	8-INCH PVC SDR-35 SANITAR	Y SEWER (TRENCHING)	LF	\$60.00	2060.00	2185.00	\$7,500.00	
4	8-INCH HDPE DR-17 SANITAR	Y SEWER (BURSTING)	LF	\$60.00	18293.00	27764.00	\$568,260.00	
6	SERVICE CONNECTION		EA	\$800.00	243.00	358.00	\$92,000.00	
7	CEMENTITIOUS MANHOLE CO	DATING	VF	\$100.00	175.00	230.00	\$5,500.00	
8	NEW MANHOLE FRAME, COV	ER, AND SEAL	EA	\$1,250.00	2.00	4.00	\$2,500.0	
9	3" MANHOLE GRADE ADJUST	MENT WITH SEAL AND REPLACE FR	A EA	\$1,000.00	7.00	10.00	\$3,000.00	
10	STANDARD 4' DIAMETER MAN	HOLE REMOVAL AND REPLACEMEN	N EA	\$5,000.00	43.00	60.00	\$85,000.00	
11	STANDARD 4' DIAMETER MAN	HOLE NEW CONSTRUCTION	EA	\$5,000.00	21.00	32.00	\$55,000.0	
12	REPLACE BENCH & TROUGH		EA	\$1,500.00	16.00	20.00	\$6,000.0	
13	ASPHALT REMOVAL AND REP	PLACEMENT	SY	\$65.00	975.00	1174.00	\$12,935.0	
14	CONCRETE REMOVAL AND R	EPLACEMENT	SY	\$65.00				
15	SOLID SLAB SODDING		SY	\$10.00				
16	EXTRA DEPTH MANHOLE		VF	\$150.00			,	
17	PRE INSTALLATION VIDEO IN	SPECTION	LF	\$4.00	21516.00	31112.00	\$38,384.00	
18	POST INSTALLATION VIDEO I	NSPECTION	LF	\$2.00				
							\$004.074.0	
						· /	\$2,282,071.0 \$0.0	
Amendment	\$904,071.00	39.6%		Original Contra Total of Previo	act Amount us Change Ord	· /	\$2,282,071.0 \$0.0	
Amendment New Items	\$904,071.00 \$0.00	39.6% 0.0%		Original Contra Total of Previo	act Amount us Change Ord	· /	\$904,071.00 \$2,282,071.00 \$0.00 \$3,186,142.00	

• Unit cost changes of Base Bid Items are modifications to include additional line replacement and field adjustments.

Justification:

CONTRACT CHANGE ORDER

 Change Order Number:
 #1

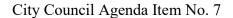
 Date:
 November 1, 2023

 Bid Number:
 ORF-22-0016-CW

 Project Name:
 Sewer Improvements



		E.		
RECOMMENDED:	Mich Tab Engineer Signature		Cowan Group Engineeri Engineer	ng
BY:	Michael Taylor, P.E. Printed Name		Project Manager Title	11/1/23 Date
ACCEPTED:			Lonehickory Cattle, LL	c
	Contractor Signature		Contractor	
BY:	Wes Collins Printed Name		Owner Title	Date
APPROVED:			City of Eufuala	
	Owner Signature		Owner	
BY:	Jeb Jones Printed Name		City Manager Title	Date





Meeting Date: January 8, 2024

Agenda Item Memo

Item Title: Consideration of Acceptance, Approval, Adoption, Rejection, Amendment, and/or Postponement of Eufaula Sanitary Sewer Evaluation Proposal – Amendment #2.

Initiator: Jeb Jones, City Manager

Information Source: Jeb Jones, City Manager

Background: Due to an inadvertent addition of Inspection Services (\$66,388) in Amendment #1 and an increase in additional Construction Administration (\$18,000) added in Amendment #2. This engineering agreement amendment reduces the overall engineering costs of the Eufaula Sanitary Sewer Project by -\$48,388, resulting in the overall engineering cost being reduced from \$313,463 to \$265,075.

Council Pillar: Reliable Infrastructure, Financial Sustainability

Financial Impact: \$48,388 savings

Attachment: Eufaula Sewer Project Engineering Agreement Amendment #2

Recommended Action: Approve Eufaula Sewer Project Engineering Agreement Amendment #2.

AMENDMENT NO. 2

to

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES

SANITARY SEWER COLLECTION SYSTEM EUFAULA, OK

THIS AMENDMENT NO. 2, made and entered into this	day of	2023, by and between the
City of Eufaula, an Oklahoma Municipal Corporation, here	inafter referred to as the "City	" or "Owner", and Cowan Group
Engineering, LLC, hereinafter referred to as "Consultant", sa		
for Engineering Services, dated the 30th day of June 2020,	and executed on July 7th, 202	0.

WITNESSETH:

WHEREAS, the City requires certain engineering services outside the Basic Scope of Services stated in the agreement dated July 7, 2020; and

WHEREAS, The City desires the Consultant to proceed with additional services to provide additional services outlined as to be determined in the original Agreement which includes bidding and construction services and is further detailed below:

1. REVISE AND REPLACE BASIC SCOPE OF SERVICES:

Task 10 - Additional Construction Administration

- Issue Change Order to incorporate Indian Health Services additional funds
- Coordinate Basin H sewer replacements
- Attend pre-bid meeting
- Incorporate sewer replacements in to current CWSRF project contract
- Attend one coordination field meeting as needed
- Review and approval of submittals
- Address request for information from Contractor
- Review, process and approve pay applications for Owner approval
- Conduct periodic construction field observations (maximum 24 hours)
- Prepare record drawings
- Conduct one (1) final inspection and acceptance
- Closeout of Oklahoma Water Resources Board loan and documents

2. REVISE AND REPLACE SERVICES FEES TABLE:

BASE CONTRACT FEE STRUCTURE (as outlined above)

ITEM	DESCRIPTION	ORIGINAL AGREEMENT	AMENDMENT NO. 1	AMENDMENT NO. 2	TOTAL
	Basic Scope of Services				
1	Location Survey and Planning Area	19,550	- 0 -	-0-	19,550
2	Manhole and Collection System Investigation	30,250	- 0 -	- 0 -	30,250
3	System Modeling	32,800	- 0 -	-0-	32,800
4	Mapping and Map Books	7,450	-0-	-0-	7,450
5	Treatment Plant Inspection	14,500	-0-	- 0 -	14,500
6	Report and Recommendation	15,450	-0-	- 0 -	15,450
7	Final Design	107,500	-0-	-0-	107,500
8	Bidding and Construction Administration	TBD	19,575	- 0 -	19,575
9	Inspection	TBD	66,388	(66,388)	- 0 -
10	Additional Construction Administration	-0-	- 0 -	18,000	18,000
	Total:	\$227,500	\$85,963	(\$48,388)	\$265,075

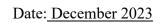
COMPENSATION

For BASIC CONTRACT engineering design services performed under this agreement, the City shall pay the Consultant for a service provided as defined herein a <u>lump sum fee amount of \$265,075</u> including reimbursable expenses as defined in the TOTAL BASE CONTRACT FEE STRUCTURE.

All other particulars stated by the original Agreement and not specifically referenced by this Amendment No. 2 remain in effect and unchanged.

IN WITNESS WHEREOF, the City and Consultant have executed this Amendment No. 2 indicated by their signature below, said Amendment No. 2 being effective on the date stated above.

Eufaula, Oklahoma	Cowan Group Engineering, LLC	
City	Consultant	
By	By Job Jown	
Title	Title	
Date	Date 11/1/2023	





City Manager Report

Month in Review (notable items)

- We have finalized the Fire Station plans. Cowan Engineering is helping with the site plan, structure pad, drainage, and ODOT Driveway Permit. Update: This is still ongoing; they have been to the station site to collect their information, and I am waiting to receive the completed information. Update: The site engineering is complete, and I have met with Zach McQuay to discuss the pad work and concrete. I am currently working with Superior Building on the building specs. Next week, I will put the bid out for the building and concrete so we can get this project moving. Update: We have advertised bids for the Fire Station building and a separate bid for the Fire Station Site, Pad, and Concrete Work; both will open on April 14th. Update: Bids were received; I felt the response was good with reasonably priced proposals. These will be presented to you for approval at the May 1st council meeting. **Update:** The contractor has moved his equipment on site and has started the site preparation. We should see steady progress through June; I anticipate having this portion of the project complete by late July. Update: Since we have changed contractors, McQuay has completed the pad and should be moving forward with the concrete in the near future. Update: McQuay Construction has started the concrete forms for the pad and piers. Zach was finishing up the Splash Pad and another project; he should be taking action on the Fire Dept. any day. Update: McQuay Construction started digging the footings for the station the week of 9/25/23. Update: McQuay Construction has completed the pad preparation, and Richmond Plbg. completed the plumbing roughin. McQuay is scheduling the pour. Update: The pad for the new station is complete; the red iron frame of the building is complete. I have scheduled the construction of the building with the successful bidder, which I estimate to be 60 days out. I have also submitted an application for a driveway permit with ODOT and anticipate receiving that within 30-45 days. Update: The low bidder for the Fire Dept. building has backed out due to workload. I have contacted with the second low bid on the project, which is Lewis Fencing and Construction. They will begin the project in 30-45 days after completing a previously scheduled building commitment. Additionally, ODOT approved the driveway permit for the site, and Public Works staff will complete the driveway installation.
- We have completed the bid documents for the Splash Pad Project, which is currently being advertised, with the bid opening scheduled for January 20, 2023, at 10 a.m. at the Community Center. **Update:** We have been through the bid process and only received one bid submittal from Voy Construction, Tulsa, Oklahoma. Their bid was for \$720,040.54 (\$562,000 budget); we reviewed the bid with the contractor and were able to identify areas of the bid where cost savings could be captured. I request that you award the bid to Voy Construction and authorize me to negotiate a change order to capture the identified savings, which include Public Works doing the necessary water and sewer connections from the main to stubbed-out services and removal of extra soil generated

from the pad work. Additionally, we removed the bathroom as a cost-saving to get the splash pad and playground under budget. We can then do the bathroom as a project in the next fiscal year. If I cannot negotiate acceptable cost reductions, it will be my recommendation to rebid the project again. Update: Cowan Engineering and I were able to successfully negotiate the change order to bring the project cost into line with our budget. We are currently completing the contract documents and will have them signed and in place towards the end of next week. I anticipate the project kicking off in 2-3 weeks. Update: Everything is in place for the Splash Pad; construction will begin Monday, April 3rd. Update: Site prep work has been completed, and the contractor is working on the base rock for the project, weather permitting. City crews completed the water service for the Splash Pad. We'll coordinate the sewer tap with the contractor, and the request for the electric service has been made to OG&E. Update: The Splash Pad and playground equipment have been delivered; the installer is currently on site and working on the splash pad portion of the project. The contractor thinks that we will be able to open the splash pad to the public sometime in July. Update: The splash pad portion of the project is complete; the patio concrete has been poured; the sidewalk and parking should be next in line. **Update:** All the concrete has been poured; the contractor is waiting for the delivery of two stepping stones, putting the canopy covers on, dirt work for landscaping, and sod installation. Update: The playground equipment has been installed, and an Okla. Dept of Tourism inspection will be scheduled in the future. Update: The Dept. of Tourism completed their inspection, and the Splash Pad and Playground are complete. I am having a set of plans put together for the bathroom and plan on going to bid with the plans in November to be presented to the Council for approval in December. **Update:** The bid opening for the Splash Pad Bathroom is December 13th; if the bid prices are acceptable, I will bring them to Council for approval. We will do this project in-house if the bid prices are out of budget. Update: I received no bids for the splash pad bathroom; I will make one last attempt to secure bids/quotes before moving forward as an in-house project.

The Sewer Improvement Project has begun; we started on a short section of the line along Swadley and now have moved to Main St. We are planning to have Main St. complete in 2-3 weeks before the summer rush begins. Update: The Main St. sewer is complete, and Lone Hickory has moved back to Swadley Dr. Update: Lone Hickory was slowed this month due to a sewer camera equipment issue and having to help finish a sewer project in McAlester due to a work site accident involving another contractor. Update: Lone Hickory continues the work in the Swadley area of the dorm hill. They have been slowed by some equipment issues, but in the last 30 days, they have addressed those issues and are positioned to move forward. Update: Lone Hickory is continuing to make progress with the sewer project on Dorm Hill. Due to the amount of rock and sandstone, progress has been slow but steady. Update: Lone Hickory has been making good progress and should be working their way off of Dorm Hill towards the middle/end of October. **Update:** Lone Hickory is on schedule in line with last month's update. They are completing the last line segment and will work down Locust St. the week of November 6th. Update: Lone Hickory has completed sewer line work down Locust to 6th St. **Update:** Lone Hickory has completed the line work down Locust to 4th Street; additional work will come in the intersection of 4th and Locust.

- I have two updates related to the EODD; the first is I have applied for a REAP Grant in the amount of \$87,000 for two replacement Whelan storm sirens and the necessary software and equipment to allow it to be tied to the National Weather Service alert system. This would allow the sirens to sound automatically when the NWS issues a warning for Eufaula. The second item is Nancy's resignation; the council will need to appoint an elected member of the council as her replacement. **Update:** We were awarded a \$75,000 dollar REAP Grant for the installation of two new storm sirens. **Update:** I am working with the vendor to better position the new storm sirens to give us maximum coverage. EODD is waiting for the final sign-off by the Okla. Dept of Commerce, once they receive the approval, they will issue the grant award letters. **Update:** No update at this time.
- Over the past two months, I have been working on one last attempt to get the City Hall Remodel project on track. I worked with Cowan Eng. to put together an RFP for the project and advertise it. We received two submittals, and both were at or under the \$1,000,000 budget that I had set. Both have been reviewed, and both meet the specifications of the RFP. We are recommending that the council award the project to Cunningham Construction in the amount of \$885,000. Update: Public Works has started the interior demolition of the old City Hall. If all goes to plan, we should have the building ready for the contractor by the middle of October. Update: The interior demo of the old city hall is complete. I have signed the contract, and I am waiting for the contractor to give me a start date. Update: The roof of City Hall has been replaced; we are currently waiting for the installation of the metal parapet cap and guttering on the east side of the building. Cunningham Construction has met with his plumber to lay out the plumbing rough-in and has plans to complete the plumbing in the 1st week of December if all goes to plan. Update: Rough plumbing has been completed, the new floor has been poured, and most of the exterior masonry work is complete. The interior framing and sealing of the interior side of the exterior walls have begun. The week of January 8th, the interior framing will be completed, and the electricians and plumbers will begin moving forward with their portion of the project.
- McIntosh County Dispatch has been having serious issues in being able to properly staff the center and issues getting competent management of the department. Over the past month, they have lost 2 certified dispatchers, and as of Saturday, September 9th, they will be losing two more certified dispatchers along with the 911 Director. These resignations will leave the County with only four dispatchers, two certified and two non-certified. These departures will make McIntosh County Dispatch non-functional and unable to provide 911 service to Eufaula and the County. To address this issue, the 911 Board held an emergency meeting on Friday, September 8th, where they voted to approve moving all dispatch services to Checotah's 911 service. This move will ensure that all dispatch services will be available to the citizens of Eufaula. As this issue moves forward, we believe that it is time to seriously take action on a unified dispatch service that serves all three agencies out of a centralized location. Update: As of September 10th, the Checotah Dispatch has been handling all County and Eufaula calls. To date, the combined dispatch has worked well; there is some fine-tuning to do, but everything is progressing. We are working on the financial aspects of a combined dispatch; I anticipate some form of MOU or Interlocal agreement to be brought before all three agencies in the near future. Update: The consolidation of dispatch services is working well; all PD phone lines have been transferred to the Checotah Dispatch Center and are manned 24 hours a day. Discussions

continue to determine the breakdown of expenses for each agency and what type of agreement will be utilized to formalize the consolidation. **Update:** We have continued meeting to discuss dispatch costs and continue making progress towards a solution. Additionally, the 911 Authority met and approved \$200,000 in funding to support the consolidated dispatch. Through the end of the fiscal year. **Update:** We are currently waiting on a draft MOU that will be used to formalize the consolidation.

• On November 28th, I attended an MOU signing to receive \$1 million in Tribal funding for sewer improvements in sub-basin H (north of Broadway, E St. to L St.) of our sewer system. **Update:** We have received our completed MOU; two of the PWA Agenda items deal with a change order that adds Sub Basin H to the project and an amendment to the Sanitary Sewer Evaluation to account for the added engineering fees, and one correction from an earlier amendment.

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Violation	# of Citation
22 O.S. § 983 - You are ordered to appear within 10 calendar days from the date of this citation at Eufaula Municipal Court (17 Hospital Drive) to schedule a cost hearing on your outstanding warrant. Failure to appear will result in a cost arrest warrant	4
47 O.S. § 11-902(C)(4) - Driving under the influence of alcohol or intoxicating substance, third or subsequent felony offense	1
Allowing Animals to Run at Large	1
Driving under Suspension, Cancellation or Revocation 2nd Offense	1
Driving while suspended, cancelled or revoked	5
Exceeding posted speed limits	1
Failure to carry security verification	8
Failure to display current vehicle tag	16
Failure to obey traffic control devices	3
Failure to stop at stop sign	3
Inattentive driving	1
Larceny of Mechandise from Retailer	2
Obstruction	3
OPERATE A M/V WHIL UNDER THE INFLUENCE OF ALCOHOL	1
Operating M/V without valid D.L.	3
Operating motor vehicle with obstructed windshield	1
Possession of CDS	5
Possession of Drug Paraphenalia	7
Possession of Marijuana	2
Public Intoxication	2
Reckless driving	2
Speeding (10-14)	9
Speeding (15-20)	14
Speeding (21- over)	4
Speeding (up to 9)	1
Transporting open container Alcohol	3
Violation of Drivers License Restriction	1
Warnings	44
TOTALS	148

Public Works Director Report

Dec. 2023

Water

- 2 Meters/MIU's changed out.
- 3 Service line repairs
- 0 Water main repairs
- 8 Service calls/ Customer

Sewer

- 4 Sewers checked and cleaned.
- •
- •

Street

- Numerous asphalt patches at various locations throughout town
- Added crushed rock to Various locations throughout town.

Parks

- Make daily trash runs.
- Service & winterize restrooms around lake
- 1838 Active Accounts
- 53 Shut-off for non-pay.
- 6 Disconnect
- 22 new accounts
- 267 Penalties
- 25 Move out.
- 25 Move in
- 52 suspended

Code Enforcement

Open Cases 72 Closed cases: 20

Tall Weeds and Grass, trees

11 Violation letters sent.

- 0 came into compliance.
- 4 sent to Abatement Contractor.
- 0 Abatements completed.
- 6 Abatements invoiced.
- 0 Coming Due for re inspection
- 1 Resident complaints
- 0 city inspections

Junk and Debris

- 2 Violation letters sent.
- 0 came into compliance.
- 0 working on removal.
- 0 in Municipal Court
- 0 Placed with Abatement Contractor
- 0 Abatements completed.
- 0 coming due for re-inspection.

Inoperable Vehicles

- 0 Violation letters sent.
- 0 working on compliance.
- 0 came into compliance.
- 0 placed with towing contractor.
- 0 abatement completed.
- 0 City Inspection.

Inoperable Boats

- 0 Violation letters sent.
- 0 came into compliance.
- 0 working on compliance.
- 0 abatement completed.
- 0 coming due for re-inspection.

Dilapidated Structures

- 5 Violation letters sent.
- 0 came into compliance.
- 5 City inspection
- 0 completed Abatement
- 0 No show for hearing

Trailers

- 0 possible RV occupied.
- 1 inspection
- 1 violation letter

Cemetery/Inspections

- 0 Sold cemetery plots for family.
- 1 Building Inspections
- 0 Roof inspections
 - 0 Billed Hunt Black & Merritt for 2 opening and closing of cemetery plots.
- 0 remodel inspections
- 4 Electrical Inspection on service upgrade

- 0 Septic Inspection
- 2 Funerals
- 0 HVAC inspections
- 0 Burials Greenwood cemetery
- 2 water / Sewar line locates.
- 0 C/O inspections
 - 0 Gas inspections
- 3 Plumbing Inspection
- 1 Electrical inspection
 - 0 Transferred cemetery plots
- 1 plan reviews
- Cleaned up cemetery/ flowers and limbs.
- Helped with code enforcement/ cut off meters.
- 1 stop work orders for no permit.
- Air port fuel tank inspections
- 0 Fondation inspections
- 0 Fences permit inspection
- Commercial Permits
- 1 Building
- 2 Plumbing
- 1 Electrical
- 1 Mechanical
- 0 Roof
- Residential Permits
- 3 Building
- 2 Plumbing
- 0 Electrical
- 0 Mechanical
- 0 Roof
- 10 -- Permits Total

Dog Kennel

- 0 -- Dogs in the shelter
- 0 -- dogs adopted
- 0 Euthanized
- 0 Remaining in kennel after
- 0 -- Back to owner
- 0—Went to other shelters



Community Development Department

Monthly Report

December 2023

Report:

Andrea Oldham

January 3, 2024

Executive Summary

- In line with our focus for December, increased efforts were dedicated to promoting local businesses and highlighting upcoming events within our town. The goal was to create a vibrant and engaged community while fostering economic growth.
- Our team dedicated efforts to extend support to the local Chamber of Commerce, ensuring the presence of live reindeer at the park with Santa.
- Our commitment to keeping the community informed remained steadfast, as we continued to provide regular updates on current events, happenings, and weather conditions throughout the city.
- The Christmas parade was a great success. Thanks to the collaborative effort of our team. The parade witnessed an impressive turnout. The event was filled with joy, celebration, and community spirit. Our involvement in these activities reflects our commitment to community engagement and festive celebrations.