BOARD OF CITY COMMISSIONERS
REGULAR MEETING

March 13, 2023

6:00 P.M.

COUNCIL CHAMBERS
113 N ELM ST
SALLISAW, OK 74955

A G E N D A

1. **Meeting Called to Order**

2. **Declaration of a Quorum**

3. **Presentation to Retiree Charles F. Richardson**

4. **Removal of any Item from the Consent Agenda**

5. **Consent Agenda**

    (a) Consider Approval of Regular Minutes of February 13, 2023

    (b) Acknowledge Invoice Paid Report for February

6. **Consider any Item Removed from the Consent Agenda**

7. **Receive Presentation from City Staff and Sallisaw NOW Regarding the Narcan Distribution Program and Submittal of Application For New FR CARA Grant; Possible Direction to Staff**

8. **Conduct Public Hearing to Determine if the Property Located at 306 South Dogwood Street is a Public Nuisance; Case No. 02-23-2C, Condemnation of Dilapidated Structure; and Possible Direction to Staff to Abate Nuisance**

9. **Discuss and Consider Approval of Resolution 2023-01; A Resolution Approving Execution of Deed (Property at 514 West Argyle Avenue)**

10. **Discuss and Consider Approval of Ordinance 2023-05; An Ordinance Amending Chapter 1, Section 1-8(c), to the Sallisaw Code of Ordinances, Repealing Section 1-8(c) and Adopting and Enacting the Following New Section 1-8(c) to the Sallisaw Code of Ordiance; and Declaring an Emergency.**

11. **Discuss and Consider Approval of Staff's Request to Invest the Sallisaw Reserve Certificate of Deposit with Armstrong Bank for 273 Days at 4.15% Interest**

12. **Discuss and Consider Approval of Staff's Request to Reinvest the Cemetery Fund Certificate of Deposit with National Bank of Sallisaw for 273 Days at 4.06% Interest**

13. **Discuss and Consider Approval of Purchase Order No. 97229, Issued to SignalTek of Oklahoma City, OK, in the Amount of $28,250.00 for the Removal and Installation of One (1) Traffic Signal Pole.**

14. **Discuss and Consider Approval of Purchase Order No. 97212, Issued to IPS Construction of Sallisaw, OK, in the Amount of $87,000 For The Installation of Sixteen (16) Metal Dugout Covers at the Sports Complex**

15. **Discuss and Consider Approval of Staff's Request to Rescind Prior Approval to Utilize Up To $326,000 in the Capital Improvement Fund Budget For Purchase of Vehicles**

16. **Consider Approval of Letter of Engagement for Professional Services with RS Meacham, CPA's and Advisors, Clinton, Oklahoma, for Consulting Services Related to Financial Matters of the City of Sallisaw**

17. **Consider Approval of Audit Engagement Letters with Foresight Advisory & Consulting of Oklahoma City, Oklahoma, for Fiscal Year 2023 Audit Services and Landfill Calculations**

18. **Receive Update on Current and Future Projects; Possible Direction to Staff**

19. **Receive Update on the Financial Status of the City and Activities of the Finance Department; Possible Direction to Staff**

20. **Receive Update on Economic Development and Grant Activities; Possible Direction to Staff**

21. Administrative Reports

22. Adjourn

Posted:	**MARCH 10, 2023**
Time:	**10:15 A.M.**
	KIM JAMISON

MINUTES

BOARD OF CITY COMMISSIONERS

REGULAR MEETING

FEBRUARY 13, 2023

The Board of Commissioners met in a regular meeting on February 13, 2023, in the Council Chambers, 113 N. Elm Street, Sallisaw. Notice of the meeting was given by emailing to Sequoyah County Times; by posting at city hall on February 10, 2023 at 10:40 a.m.; by posting on the city's website; and, by giving notice to the City Clerk.

Members present:	Ernie Martens,	Mayor
	Ronnie Lowe,	Member,Ward 1
	Josh Bailey,	Member, Ward 2
	Julian Mendiola,	Member, Ward 3
	Kristin Peerson,	Member, Ward 4
Members absent:	None	
Staff present:	Keith Skelton,	City Manager
	John R. Montgomery,	City Attorney
	Kim Jamison,	City Clerk
	Robin Haggard,	Director of Finance
	Keith Miller,	Building Development Director
	Terry Franklin,	Chief of Police
	Jessica Robertson,	Business Support Manager
	Christian Sizemore,	Network Manager
	Chris Carter,	Senior Code Inspector
	Chris Gilliam,	Code Enforcement
	Kayle Griffin,	Chief Accountant
	Rebecca Greer.	Patrolman

Others present: Kim Netz; Jayna Tillman, Lynn Adams; Norman Herrera; Daniel Emerson; Necole Emerson, David Lessley; LaDonna Mosby; Richard Mosy; Michael Perry; Others Unidentified

1. **Meeting Called to Order**

Mayor Martens called the meeting to order. The meeting began at 6:00 p.m.

2. Declaration of a Quorum

A quorum was declared present.

3. Removal of any Item from the Consent Agenda

None.

4. Consent Agenda

a Consider Approval of Minutes of Regular Meeting of January 9, 2023 and Special Meeting of February 2, 2023

b Acknowledge Invoice Paid Report for January

Motion was made by Bailey, seconded by Mendiola, for approval of the consent agenda. Vote: Bailey aye; Mendiola aye; Lowe aye; Peerson aye; Martens aye. Motion carried 5-0.

5. Consider any Item Removed from the Consent Agenda

None.

6. Discuss and Consider Approval of City Manager's Request to Temporarily Increase Spending Limits in Amount Not to Exceed $50,000.00

The City Manager advised that staff were still having supply chain issues. Motion was made by Mendiola, seconded by Bailey, for approval of the City Managers' request to temporarily increase spending limits in an amount not to exceed $50,000 until July 31, 2023. Vote: Mendiola aye; Bailey aye; Lowe aye; Peerson aye; Martens aye. Motion carried 5-0.

7. Discuss and Consider Declaring Surplus for Purpose of Donation to Another Government Entity, Sallisaw Asset 0047, SAFRAN Morpho Fingerprint System, Serial # 4063369906DMS

Motion was made by Peerson, seconded by Mendiola, to declare SAFRAN Morpho Fingerprint System, Serial #4063369906DMS, as surplus and authorize donating to another governmental entity. Vote: Peerson aye; Mendiola aye; Lowe aye; Bailey aye; Martens aye. Motion carried 5-0.

8. **Discuss and Consider Approval of Purchase Order No. 92205, Issued to Creative Bus Sales, Inc. of Indianapolis, IN, in the amount of $186,389.00 for the Purchase of One (1) Lone Star Promaster 3500**

   The City was awarded a grant from the Department of Transportation, Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities, allowing us to purchase the van. This is a reimbursement grant and DOT will reimburse the City in the amount of $144,160.00. Motion was made by Lowe, seconded by Peerson, for approval of Purchase Order No, 92205 in the amount of $186,389.00. Vote: Lowe aye; Peerson aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0.

9. **Discuss and Consider Approval of Purchase Order No. 92233, Issued to MGS Construction Services of Sallisaw, OK, In The Amount of $23,756.00, For The Construction of a Restroom Facility at The Sports Complex Walking Trail**

   After discussion, motion was made by Mendiola, seconded by Bailey, for approval of Purchase Order No.92233 in the amount of $23,756.00. Vote: Mendiola aye; Bailey aye; Lowe aye; Peerson aye; Martens aye. Motion carried 5-0.

10. **Discuss and Consider Approval of Purchase Order No. 92245, Issued to Anixter of Oklahoma City, OK, In An Amount Not to Exceed $47,000.00, For The Purchase of Electric Materials For The Sports Complex Restroom Project**

    Motion was made by Mendiola, seconded by Bailey, for approval of Purchase Order No. 92245 in the amount of $47,000.00. Vote: Mendiola aye; Bailey aye; Lowe aye; Peerson aye; Martens aye. Motion carried 5-0.

11. **Discuss and Consider Approval of Ordinance 2023-02; An Ordinance Amending Chapter 22, Businesses, Section 22-300(A), To The Sallisaw Code Of Ordinances, Repealing Section 22-300(A) And Amending, Adopting And Enacting The Following New Section 22-300(A), And Further Amending Chapter 22, Businesses, To The Sallisaw Code Of Ordinances, Adopting, Adding And Enacting The Following New Sections 22-341 Through 22-341.17, Prevention Of Youth Access To Tobacco Act, As Amended, Of The Oklahoma Statutes, To The Sallisaw Code Of Ordinances; Establishing And Providing Regulations Thereof; and Declaring An Emergency**

    Motion was made by Peerson, seconded by Mendiola, for approval of Ordinance 2023-

02. Vote: Peerson aye; Mendiola aye; Lowe aye; Bailey aye; Martens aye. Motion carried. Motion was made by Peerson, seconded by Mendiola, for approval of emergency clause. Vote: Peerson aye; Mendiola aye; Lowe aye; Bailey aye; Martens aye. Motion carried 5-0.

12. **Discuss and Consider Approval of Ordinance 2023-03; An Ordinance Amending Chapter 6, Alcoholic Beverages, To The Sallisaw Code Of Ordinances, Adopting, Adding And Enacting The Following New Division 3, Sections 6-55 Through 6-55.8, Prevention Of Youth Access To Alcoholic Beverages And Low-Point Beer Act, Of The Oklahoma Statutes, To The Sallisaw Code Of Ordinances; Establishing And Providing Regulations Thereof; And Declaring An Emergency**

    Motion was made by Peerson, seconded by Mendiola, for approval of Ordinance 2023-02. Vote: Peerson aye; Mendiola aye; Lowe aye; Bailey aye; Martens aye. Motion carried 5-0. Motion was made by Peerson, seconded by Mendiola, for approval of emergency clause. Vote: Peerson aye; Mendiola aye; Lowe aye; Bailey aye; Martens aye. Motion carried 5-0.

13. **Discuss and Consider Approval of Contract for Engineering Services Between the City of Sallisaw and Neel, Harvell and Associates, P.C., Consulting Engineers For the Drake / Lennington Water Loop in the Amount of $118,500.00**

    Motion was made by Bailey, seconded by Mendiola, for approval of Contract for Engineering Services. Vote: Bailey aye; Mendiola aye; Lowe aye; Peerson aye; Martens aye. Motion carried 5-0.

14. **Conduct Public Hearing to Determine if the Property Located at 304 South Main Street is a Public Nuisance; Case No. 02-23-1C, Condemnation of Dilapidated Structure; and Possible Direction to Staff to Abate Nuisance**

    Mayor Martens opened the public hearing at 6:20 p.m. Chris Gilliam reviewed property with the council. Advising that the structure was unsecured and has many safety concerns. Public hearing ended at 6:23 p.m.

    Motion was made by Mendiola, seconded by Lowe, to declare Case No. 02-23-1C a public nuisance and directed staff to abate the nuisance. Vote: Mendiola aye; Lowe aye; Bailey aye; Peerson aye; Martnes aye. Motion carried 5-0.

15. **Conduct Public Hearing to Determine if the Property Located at 306 South Dogwood Street is a Public Nuisance; Case No. 02-23-2C, Condemnation of Dilapidated Structure; and Possible Direction to Staff to Abate Nuisance**

Mayor Martens opened the public hearing at 6:23 p.m. Chris Gilliam reviewed pictures and information. The family of the deceased property owner were present and noted that they were doing title work to attempt to get the property into their name. They would be obtaining a demolition permit and would be working on removing and boarding the structure. The public hearing closed at 6:35 p.m.

Motion was made by Peerson, seconded by Bailey, to grant an additional 30 days. This will give the family time to do title work and obtain demolition permits. This will be reviewed again at the March meeting. Vote: Peerson aye; Bailey aye; Lowe aye; Mendiola aye; Martens aye. Motion carried 5-0.

16. Discuss and Consider Approval of Planning Commission Case No. PC2022-014; Plat Presentation of Lee Creek Estates by INSU, Inc.

Chris Carter reviewed item with the Council. Motion was made by Mendiola, seconded by Bailey, for approval of Planning Commission Case No. PC 2022-14; Plat of Lee Creek Estates. Vote: Mendiola aye; Bailey aye; Lowe aye; Peerson aye; Martens aye. Motion carried 5-0.

17. Discuss and Consider Approval of Planning Commission Case No. PC 2022-015; Rezoning Request From Agriculture District (A-1) to Residence District (R-2) by INSU, Inc; and, Ordinance 2023-04 with Emergency Clause

Motion was made by Mendiola, seconded by Bailey, for approval of rezoning request from A-1 to R-2 by INSU, Inc. Vote: Mendiola aye; Bailey aye; Lowe aye; Peerson aye; Martens aye. Motion carried 5-0. Motion was mad by Mendiola, seconded by Bailey, for approval of the emergency clause. Vote: Mendiola aye; Bailey aye; Lowe aye; Peerson aye; Martens aye. Motion carried 5-0.

18. Receive Update on Current and Future Projects; Possible Direction to Staff

Keith Miller gave updates on various current and future projects.

19. Receive Update on the Financial Status of the City and Activities of the Finance Department; Possible Direction to Staff

Robin Haggard noted that the sales and use tax remains positive. The general fund is on track for where it should be for the FY 23 budget.

20. Receive Update on Economic Development and Grant Activities; Possible Direction

to Staff

The City Manager advised that the ED staff continue to work and field questions from businesses. He noted that Big Lots was back on track and construction should begin in May.

21. Administrative Reports

Administrative Notes from Keith Skelton: Staff continues to review Diamondnet pricing and packages, and this will be brought before the Board in the future. The Tree Trimming bids are being advertised again. We were unable to accept bids previously due to inclement weather. Award of bid should be on the April agenda. Reorganization of some positions: Keith Miller has taken over as lead on our various projects. Jessica Robertson's title and duties have changed. Diamondnet and IT will now both fall under the direction of Clint Smith. Robin Haggard has been named Assistant City Manager/Director of Finance

22. Adjourn

Motion was made by Lowe, seconded by Peerson, to adjourn the meeting there being no further business. Vote: Lowe aye; Peerson aye; Bailey aye; Mendioal aye; Martens aye. Motion carried 5-0. The meeting ended at 7:03 p.m.

Approved this **13th** day of **March, 2023.**

____
Ernie Martens, Mayor

ATTEST:

____
Kim Jamison, City Clerk

(SEAL)

AGENDA ITEM COMMENTARY

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	Sallisaw NOW Grants

ITEM TITLE: Receive Presentation from City Staff and Sallisaw NOW Regarding the Narcan Distribution Program and Submittal of Application For New FR CARA Grant; Possible Direction to Staff

INITIATOR: City Manager
Sallisaw NOW Prevention Services Director

STAFF INFORMATION SOURCE: Sallisaw NOW Prevention Services Director

BACKGROUND: Staff would like to continue the important work being completed by the Sallisaw NOW coalition in their efforts to fight the overdose and fentanyl crisis affecting our communities. To accomplish this, we are preparing to submit another grant application for FR-CARA, which would provide an additional $2 million over four years. This is the same grant we have been administering since 2019. The new funding would be used to continue providing awareness presentations, training, and Narcan distribution to individuals, public safety agencies, and communities. The new grant would also provide additional funding to maintain NOW staff salaries.

EXHIBITS:
1. FR CARA 2023 Budget Prelim
2. LOC DA Thorp
3. LOC Seq Sheriff
4. LOC Cherok Nation Health
5. LOC Kibois

KEY ISSUES: Our current grant has ensured that over 230 local law enforcement personnel have received training to aid them in their fight against drugs in our communities. Over 3,100 overdose-reversal (Narcan) kits were made available to local first responders and community members. Sallisaw NOW staff was able to conduct close to 100 presentations across Sequoyah County, and have received multiple invitations from across Northeast Oklahoma to provide their fentanyl awareness presentation.

The current level of effort for this program is as follows:
- Prevention Services Director (NOW), 30%
- Coalition Manager (NOW), 10%
- Grant Specialist (Finance), 50-100%
- Special Project Coordinator (NOW), 100%
- Outreach Coordinator (NOW), 75%

FUNDING SOURCE: Federal FR-CARA grant, 100% funding.

RECOMMENDATION: Recieve presentation and provide direction to staff if/as needed.

Applicant/Recipient:	City of Sallisaw - Sallisaw NOW Coalition		
Funding Opporunity #:	TI-23-012		
Award Number			
Project Title:	Sequoyah County Area FR-CARA Project		
	Start Date	**End Date**	**Budget Year**
Budget Period	9/30/2023	9/29/2027	

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A. Personnel					
FEDERAL REQUEST –Personnel Narrative					
Position	**Name**	**Key Staff (3)**	**Annual Salary/Rate (4)**	**Level of Effort**	**Total Salary Charge to Award**
Prevention Services Director	Amy Edwards	Yes	$ 63,167.94	30%	$ 18,950.38
Grant Specialist	Skylar Fullbright		$ 43,839.90	50%	$ 21,919.95
Special Projects Coordinator	Micki Kimble		$ 47,432.94	100%	$ 47,432.94
Outreach Coordinator	Summer McGarrah		$ 45,159.09	75%	$ 33,869.32
Evaluator	CARE Consulting	Yes	See Contracts	25%	See Contracts
FEDERAL REQUEST (enter in Section B column 1, line 6a of SF-424A)					**$ 122,173**

FEDERAL REQUEST –Justification for Personnel
Prevention Services Director - Amy Edwards
Grant Specialist - Skylar Fullbright
Special Projects Coordinator - Micki Kimble
Outreach Coordinator - Summer McGarrah
Evaluator - CARE Consulting

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B. Fringe Benefits				
FEDERAL REQUEST - Fringe Benefits Narrative				
Position	**Name**	**Rate**	**Total Salary Charged to Award**	**Total Fringe Charged to Award**
Prevention Services Director	Amy Edwards	55.25%	$ 18,950.38	$ 10,470
Grant Specialist	Skylar Fullbright	55.25%	$ 21,919.95	$ 12,111
Special Projects Coordinator	Micki Kimble	55.25%	$ 47,432.94	$ 26,207
Outreach Coordinator	Summer McGarrah	55.25%	$ 33,869.32	$ 18,713

Evaluator	CARE Consulting	55.25%	See Contracts	
FEDERAL REQUEST (enter in Section B column 1, line 6b of SF-424A)				$ **67,500**

FEDERAL REQUEST –Justification for Fringe Benefits

Fringe Category	Rate
Insurance & Retirement	13.50%
FICA	7.69%
Workers Comp	1.50%
Health	32.56%
Total	**55.25%**

DRAFT

The fringe benefit rate for full-time employees is calculated at 55.25% of their salary.

C. Travel

FEDERAL REQUEST –Travel Narrative

Purpose	Destination	Item	Rate	Units	Number of Persons
Rx Summit	Atlanta GA	Per Diem	$69.00	7	3
		Airfare	$700.00	1	3
		Lodging	$250.00	5	3
		Rental Car/ Taxi/ Parking	$75.00	1	1
		Baggage	50	2	3
Local Travel	Sequoyah County	Mileage	$ 0.65	1250.07	2
FEDERAL REQUEST - (enter in Section B column 1, line 6c of SF-424A					

FEDERAL REQUEST: Justification for Travel

for prevention with sessions such as; substance use prevention, youth-driven prevention, brain science insig

2. Local travel is needed to attend local meetings, project activities, and training events. Local travel rate is based on organization's policies/procedures for privately owned vehicle reimbursement rate.

D. Equipment

FEDERAL REQUEST –Equipment Narrative

Item(s)	Quantity	Amount	% Charged to the Award	Total Cost Charged to the Award
FEDERAL REQUEST – (enter in Section B column 1, line 6d of SF-424A)				**$0**

E. Supplies

FEDERAL REQUEST –Supplies Narrative

Item(s)	Unit Cost	Basis	Quantity	Duration	Cost
Narcan kits	$ 47.50	1	1500.00	1.00	$ 71,250
NarKits	$ 22.00	1	50.00	12.00	$ 13,200
Copies	$ 0.12	1	1000.00	12.00	$ 1,440
Office Suplies	$ 200.00	1	1.00	12.00	$ 2,400
Presentation materials	$ 2.00	1	75.00	12.00	$ 1,800
CARE Conference - Promotional Items	$ 3.50	1	300.00	1.00	$ 1,050
CARE Conference - Advertising	$ 250.00	1	4.00	1.00	$ 1,000
Fentanyl Test Strips	$ 125.00	Bi-monthly	2.00	6.00	$ 1,500
THC Test Strips	$ 125.00	Bi-monthly	2.00	6.00	$ 1,500
FEDERAL REQUEST – (enter in Section B column 1, line 6e of SF-424A)					**$ 95,140**

FEDERAL REQUEST –Justification for Supplies
Emergent Devices ($47.50 per kit)
Narcan kit holders from Alden dimensional media that maintains temperature control and provides easy access for community members
Copies - Flyers to raise awareness for training events and distribute prevention messaging
Office Supplies - Printer paper, sticky notes, staples, pens, paper clips, folders, sharpies
Presentation Materials - Rack Cards, Informational Materials distributed with Narcan Trainings
CARE Conference Promotional Items - Conference bags, pens, badges and holders, note pads, etc.
CARE Conference Advertising - Media via Radio and Commercial to advertise conference
Fentanyl Test Strips from SwabTek - $125 per box/25 units per box
THC Test Strips from SwabTek - $125 per box/25 units per box

F. Contractual

FEDERAL REQUEST –Contracts Narrative

Name (1)	Type of Agreement	Contractual Cost		Federal Cost
CARE Consulting Group	Contract	$125.00	600	$ 75,000.00
First Responders Naloxone Trainings	Contract	$16,500.00	4	$ 66,000.00
Event Speaker: Gail Box	Contract	$1,000		$ 1,000.00
Coalition Secretary - Laura Kuykendall	Contract	$250	12	$ 3,000.00
MegaPhone	Contract	$250	12	$ 3,000.00
CARE Conference - Audio	Contract	$1,000		$1,000
FEDERAL REQUEST – (enter in Section B column 1, line 6f of-424A)				**$ 149,000.00**

FEDERAL REQUEST – Justification for Contracts
CARECG - Our contacted evaluator, C.A.R.E. Consulting Group, will provide program evaluation and technical assistance consultation services to ensure continuous quality improvement and that activities are aligned with stated program goals. Additionally, the evaluator will assist with data collection for compliance with the national site evaluation.
First Responder Naloxone Trainings - SNC will host bi-annual trainings for local area Fire Departments and Police Departments (2x/year for both Fire/EMS & Police), distributing $4,125 to four different agencies, four times in a year, ensuring that 16 agencies recieve training/supplies on naloxone utilization/distribution and ODMAP utilization.
CARE Conference - Event Speaker: Gail Box -
Coalition Secretary - Laura Kuykendall - Records meetings minutes, sends out reminders and all other
MegaPhone - Monthly Website Maintenance
Contract with KXMX 105.1 to provide audio support services at the CARE Conference

G. Construction

Construction or major alternation and renovation are not authorized under this program. Leave this section blank on line 6g of the SF-424A. Such activities are allowable only when program legislation includes specific authority for construction. If requesting consideration of minor alteration and renovation, provide those costs under the "Other" cost category (line 6h of the SF-424A and Section H of the budget narrative/justification).

DRAFT

H. Other

FEDERAL REQUEST –Narrative for "Other"

Item	Unit Cos/Rate	Basis	Quantity	Duration	Federal Cost
Rx Summit Registration Fees	$775	$1	3.00	1.00	$ 2,325
Office Space	$ 1,179.49	1.00	1	12.00	$ 14,154
Billboards	$ 500.00	Monthly	1	12	$ 6,000
CARE Conferene Event Space Rental	$ 1,000.00	Once	1	1	$ 1,000
CARE Conference - Megaphone - Video Development	$1,500	Once	1	1	$ 1,500
FEDERAL REQUEST (enter in Section B column 1, line 6h of SF-424A)					**$ 24,979**

FEDERAL REQUEST –Justification for Other

FEDERAL REQUEST –Justification for Other
Rx Summit Registration - The cost of sending 3 employees and/or coalition members.
Rent for the space of the coalition is $2,300 per month, and is calculated across all grants received by the city of Sallisaw, who is the fiscal agent for the sallisaw now colaition. The amount is calculated by totalling all grant budgets and dividing by the number of grants, which places FRCARA at a monthly rate of $1,179.49
Two billboards will provide prevention messaging, costing $500/per month for 12 months, totaling $12,000.

CARE Conference Event Space Rental - The space to hold the event for 75-100 people in Sallisaw.
CARE Conference Megaphone Video Development - Advertising video along with day of recording/production of conference.

I. **Total Direct Charges**

FEDERAL REQUEST – TOTAL DIRECT CHARGES - Section B column 1, line 6i of SF-424A	$ 468,091

DRAFT

J. Indirect Cost Rate

Provide the following information for the narrative and justification:

1. **Calculation** – Briefly summarize type of indirect cost rate.
   a. Attach a copy of the current fully executed, negotiated agreement indirect cost rate agreement. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must
2. **Indirect Cost Charged to the Award** – list the total indirect costs that will be charged to the award.

Type of IDC Rate:		We will apply the rate in our approved federally negotiated IDC rate agreement	
Calculation			Indirect Cost Charged to the Award
End Date of Approved IDC:	Approved IDC Rate:	Approved Base:	
	10%	$ 319,091	$ 31,909
FEDERAL REQUEST – (enter in Section B column 1, line 6j of-SF-424A)			$ 31,909

BUDGET SUMMARY (should include future years and projected total)

Category	**Year 1**	**Year 2***	**Year 3***	**Year 4***	**Year 5***
Personnel	$ 122,173				
Fringe	$ 67,500				
Travel	$ 9,299				
Equipment	$ -				
Supplies	$ 95,140				
Contractual	$ 149,000				
Other	$ 24,979				
Total Direct Charges	$ 468,091				
Indirect Charges	$ 31,909				
Total Project Costs	**$ 500,000**				

AWARD MAX	$ 500,000				
DIFFERENCE	$0	$0	$0	$0	

Jack Thorp

District Attorney, District 27

ADAIR COUNTY
220 West Division
Stilwell, OK 74960
(918) 696-7150

CHEROKEE COUNTY
213 West Delaware
Tahlequah, OK 74464
(918) 456-6173

BOGUS CHECK & RESTITUTION PROGRAMS
213 W. Delaware, Rm 206-A
Tahlequah, OK 74464
(918) 456-6649

SEQUOYAH COUNTY
120 East Chickasaw, Suite 204
Sallisaw, OK 74955
(918) 775-9131

WAGONER COUNTY
307 East Cherokee
Wagoner, OK 74467
(918) 485-2119

CHILD SUPPORT ENFORCEMENT
500 George Glenn Blvd.
Sallisaw, OK 74955
1-800-522-2922

February 24, 2023

Mr. Keith Skelton
Sallisaw City Manager
115 E Choctaw Ave
Sallisaw, OK 74955

Reference: Letter of Support for Sallisaw NOW Coalition

Mr. Skelton:

My name is Jack Thorp and I serve as the District Attorney for the 27th Prosecutorial District for the State of Oklahoma. The 27th District encompasses Cherokee, Wagoner, Adair, and Sequoyah County. I recently had the pleasure of speaking with and working with the Sallisaw NOW Coalition. I wanted to commend The City of Sallisaw for being proactive in the fight against the deadliest drug epidemic, fentanyl, our country has ever faced. I would also like to encourage the City of Sallisaw and the Sallisaw NOW Coalition to continue its pursuits of increasing awareness in local communities and schools and training first responders and school administrators in how to administer the life saving measures of Naloxone.

As you are probably aware, our nation, state, and local municipalities have seen an influx in overdoses and deaths due to fentanyl. This past year, there were over 100,000 deaths directly related to fentanyl, or substances containing trace amounts of fentanyl. The counties I represent are not immune to the tragedies of fentanyl related deaths and overdoses. All too often, I receive phone calls learning of another overdose and many times, these phone calls are from parents or school administrators telling me that overdose was a child. Thanks to the work of the Sallisaw NOW Coalition, Sequoyah County Schools and first responders are being trained in administering Naloxone when the unthinkable happens to one of their students. These efforts, no doubt, will lead to fewer deaths.

My office has taken a firm stand against fentanyl and we are committed to prosecuting those involved with fentanyl to the fullest extent we can. However, we still rely on organizations like the Sallisaw NOW Coalition to be proactive and increase awareness, and in emergency situations, ensure that those who encounter a potential overdose are properly trained and prepared for life saving measures. I would encourage the City of Sallisaw and the Sallisaw NOW Coalition to explore and pursue any and all opportunities to continue what they are doing and increase the Coalition's presence in your local communities. I recently learned of a grant, the First Responder-Comprehensive and Addiction Recovery Act, (FR-CARA), that would give much needed resources to continue this fight we are all facing and would encourage the City of Sallisaw and the Coalition to apply. Given the Sallisaw NOW Coalition's history and track record, I believe it would be an excellent candidate in receiving the funding and support offered by the FR-CARA.

Sincerely,

Jack Thorp

SEQUOYAH COUNTY
SHERIFF'S OFFICE

Larry Lane, Sheriff   Charles House, Undersheriff

119 S. Oak Street ● Sallisaw, Ok ● (918) 775-1213

Anthony Bethea
Center for Substance Abuse Prevention
Substance Abuse and Mental Health Services Administration
DTPFRCARA@samhsa.hhs.gov

Re: Letter of Commitment, 2023 FRCARA Project, SAMHSA

To Whom It May Concern:

Please accept this letter of commitment to partner with the Sallisaw NOW Coalition on their First Responders-Comprehensive Addiction and Recovery Act (FRCARA) program offered by the Substance Abuse and Mental Health Services Administration (SAMHSA). In this letter we commit to continue our collaborative efforts to equip first responders and members of other key community sectors to administer Naloxone (or other drug or device approved under the FDC&C Act) for emergency reversal of known or suspected opioid overdose.

Many residents in Sequoyah County struggle with Opioid Use Disorder (OUD) and other substance misuse. We are committed to strengthening our relationship with SNC to be able to provide emergency care to those in need and to foster a long-term commitment to reducing substance use and misuse in our community.

Specifically, we will provide the following services to SNC's FRCARA Project:

1. Participate in ongoing coalition and strategic planning meetings.
2. Collaborate with SNC FRCARA staff to implement Naloxone Trainings
3. Review and update all processes, protocols, and mechanisms for referral to appropriate treatment and recovery support services.
4. Educate first responders and the broader community about available resources.
5. Advocate for overdose prevention & fentanyl awareness throughout the community
6. Participate in data-sharing opportunities as appropriate
7. Collaborate on activities that address behavioral health disparities and the social determinants of health.
8. Participate in educational campaigns hosted by SNC by sharing information to the public through a variety of platforms as appropriate

Sequoyah County Sheriff's Department looks forward to partnering on this project so that we can build upon the existing capacity to prevent and reduce opioid overdose deaths throughout the Sequoyah County area.

Sincerely,

Charles House   3/8/23

Charles House   Date
Undersheriff
Sequoyah County Sheriff's Department

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CHEROKEE NATION®
P.O. Box 948 • Tahlequah, OK 74465-0948
918-453-5000 • www.cherokee.org

Office of the Chief

Chuck Hoskin Jr.
Principal Chief

Bryan Warner
Deputy Principal Chief

Anthony Bethea
Center for Substance Abuse Prevention
Substance Abuse and Mental Health Services Administration
DTPFRCARA@samhsa.hhs.gov

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Cherokee Nation Public Health looks forward to partnering on this project so that we can build upon the existing capacity to prevent and reduce opioid overdose deaths throughout the Sequoyah County area.

Sincerely,

3-7-23

Steven Hatcher
Public Health Educator
Cherokee Nation Public Health

Date

KI BOIS® community Action PARTNERSHIP
Helping People. Changing Lives
AMERICA'S POVERTY FIGHTING NETWORK

KI BOIS COMMUNITY ACTION FOUNDATION, INC.
1206 W. Redwood, Sallisaw, OK 74955 (918) 776-0848

Anthony Bethea
Center for Substance Abuse Prevention
Substance Abuse and Mental Health Services Administration
DTPFRCARA@samhsa.hhs.gov

Re: Letter of Commitment, 2023 FRCARA Project, SAMHSA

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Kibois Community Action looks forward to partnering on this project so that we can build upon the existing capacity to prevent and reduce opioid overdose deaths throughout the Sequoyah County area.

Sincerely,

Melissa Lowe 3/7/2023

Melissa Lowe
Sequoyah County Coordinator
Kibois Community Action

Date

AGENDA ITEM COMMENTARY

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	Condemnation of Dilapidated Structure

ITEM TITLE: Conduct Public Hearing to Determine if the Property Located at 306 South Dogwood Street is a Public Nuisance; Case No. 02-23-2C, Condemnation of Dilapidated Structure; and Possible Direction to Staff to Abate Nuisance

INITIATOR: Code Inspector

STAFF INFORMATION SOURCE: Code Inspector

BACKGROUND: The structure was damaged in a fire on November 16, 2022, and was a total loss. There are safety concerns with the structure due to the lack of structural integrity. The openings have been boarded up. It is Building Development's opinion that the structure is beyond repair and should be removed.

** This item was heard at the February 13th meeting. A demolition permit was to be obtained and demo started. To date, no permit has been issued. There has been no progress on the dilapidated structure.

EXHIBITS:
1. county legal
2. DEED
3. PICT DOGWOOD

KEY ISSUES: The structure is burned and in a state of disrepair. It is a hazard.

FUNDING SOURCE: N/A

RECOMMENDATION: Declare Case No. 02-23-2C a public nuisance and direct staff to abate nuisance.

Sequoyah County Report

Property Owner

Name: DUFFIELD, JOHN & DORA MAE

Mailing Address: 306 S DOGWOOD
SALLISAW, OK 74955-0000

Type: (RI) Res. Improv.

Tax Dist: (201) Sallisaw City

Size (Acres): 0.000

Property Information

Physical Address: 306 S DOGWOOD

Subdivision: PLUNKETT #1 5-11-24

Block / Lot: 0003 / 0003

S-T-R: N/A

Extended Legal: PLUNKETT I LOT 3 LESS N. 60', BLOCK 3, AN ADDITION TO THE CITY OF SALLISAW

Market and Assessed Values:

	Taxable Market Value	Full Assessed (11.00% Market Value)
Land:	$2,602	$286
Building:	9998	1100
Total:	$12,600	$1,386

Land:

Land Use	Size	Units
	1	Lots

Deed Transfers:

Date	Book	Page	Deed Type	Stamps	Est. Sale	Grantor	Code	Type
5/6/2013	1306	186	Warr. Deed	0.00	$0	DUFFIELD,JOHN	04	
10/7/2010	1232	762	Consolidation	18.00	$12,000	ROWE, VIRGILE	Multiple Units	
11/19/2008	1183	44	Quit Claim	12.00	$8,000	MCGRAW, HELEN	Inc. Personal Prop.	
7/3/2003	988	347	FT	0.00	$0	MCGRAW, JOHN & HELEN	U	

Sequoyah County Report

Details for Residential Card 1:

Occupancy	Story	Construction	Total Liv	Grade	Year Built	Age	Condition	Beds
Single Family	ONE	Frame, Siding, Vinyl	912	1	1953	70	Low	2

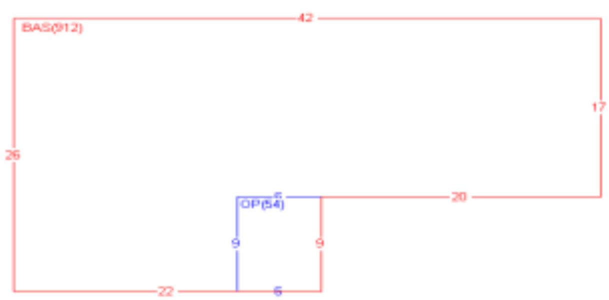
Exterior Wall: Frame, Siding,
Heat / Cool:
Plumbing: Full: 1

Roof Cover: Metal
Year Remodeled:
Fireplace: N/A

Outbuildings and Yard Improvements:

Item	Type	Size/Dim	Unit Multi.	Quality	Age
Wood Deck - Covered		54			

Sketches



Photos

Map:

I-2013-002973 Book 1306 Pg: 186
05/07/2013 9:31 am Pg 0186-0186
Fee: $ 13.00 Doc: $ 0.00
Julie Haywood - Sequoyah County Clerk
State of Oklahoma

Documentary Stamp Tax
Exemption No. 3205-4
Date 5-6-13 Purchase Price
Claimant Signature

JOINT TENANCY

WARRANTY DEED

(INDIVIDUAL FORM)

KNOW ALL MEN BY THESE PRESENTS:

THAT **JOHN DUFFIELD AND DORA MAE DUFFIELD, HUSBAND AND WIFE**

Of SEQUOYAH County, State of OKLAHOMA, parties of the first part, in consideration of the ***Sum of TEN AND NO/100------------------ DOLLARS and other valuable considerations In hand paid, the receipt of which is hereby acknowledged, does hereby Grant, Bargain, Sell and convey unto : JOHN DUFFIELD AND DORA MAE DUFFIELD, HUSBAND AND WIFE***

(MAILING ADDRESS) 306 S. Dogwood
Sallisaw, OK 74955

As joint tenants and not as tenants in common with full rights of survivorship, the whole estate to Vest in the survivor in the event of the death of either, of SEQUOYAH County, State of OKLAHOMA, Parties of the second part, the following described real Property and premises situated in SEQUOYAH County, State of OKLAHOMA, To wit:

LOT 3, BLOCK 3 OF PLUNKETT # 1 ADDITION TO THE CITY OF SALLISAW, SEQUOYAH COUNTY, OKLAHOMA.
LESS THE NORTH 60 FEET OF SAID LOT AKA 306 S. DOGWOOD

LESS PUBLIC ROAD RIGHTS OF WAY AND SUBJECT TO EASEMENTS OF RECORD

Together with all the improvements thereon and the appurtenances thereunto belonging, and warrant the title to the same.

TO HAVE AND TO HOLD said described premises unto the said parties of the second part, as Joint tenants, and to the heirs and assigns of the survivor, forever, free, clear and discharged of and From all former grants, charges, taxes, judgments, mortgages and other liens and encumbrances of Whatsoever nature.

Signed and delivered this 6th ***day of*** May ***, 2013***

JOHN DUFFIELD **DORA MAE DUFFIELD**

==

STATE OF OKLAHOMA INDIVIDUAL ACKNOWLEDGMENT
COUNTY OF SEQUOYAH ***Oklahoma Form***

Before me, the undersigned, a Notary Public in and for said County and State on the 6th ***day of*** May ***2013, Personally appeared :***
to me known to be the identical persons who executed the within and foregoing instrument and acknowledged to me that executed the same as free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

BECKY TONEY NOTARY PUBLIC #01015418 EXP. 08/03/2013 STATE OF OKLAHOMA SEQUOYAH COUNTY

My commission expires:

NOTARY PUBLIC

THIS DEED IS PREPARED AT THE WISHES OF GRANTOR AND GRANTEE. NO PROPERTY SEARCH WAS MADE AND NO ATTORNEY OPINION WAS REQUESTED OR GIVEN. GRANTOR AND GRANTEE ASSUME ALL RESPONSIBILITY FOR THE CONTENT CONTAINED HEREIN.

AGENDA ITEM COMMENTARY

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	Resolution 2023-01;Quit Claim Deed

ITEM TITLE: Discuss and Consider Approval of Resolution 2023-01; A Resolution Approving Execution of Deed (Property at 514 West Argyle Avenue)

INITIATOR: City Manager
City Clerk
City Attorney

STAFF INFORMATION SOURCE: City Attorney

BACKGROUND: The Board of City Commissioners declared this property as surplus during the July 11, 2022, meeting. Staff then advertised for sealed bids. At the time of the bid opening on March 1st one (1) bid was received. Said bid was from Angela and Adam Rodgers for the amount of $4,020.00. Staff recommends approval of the transfer of this property to Mr. and Mrs. Rodgers. The City Attorney has prepared Resolution 2023-01 and a Quit Claim Deed for Council's consideration.

EXHIBITS:
1. Bid Received for Argyle Property
2. Resolution.23.01.Argyle Property.Rodgers QCD
3. Rodgers, Angela & Adam.City QCD to Rodgers

KEY ISSUES: N/A

FUNDING SOURCE: N/A

RECOMMENDATION: Approval of Resolution 2023-01, approving the execution of Deed to Adam and Angela Rodgers

To whom it may concern, February 28, 2023

I, Angela (and Adam) Rodgers would like to place a bid for the property listed as 514 West Argyle Avenue, lot 2, block 17 Beasley Addition No. 1, Sallisaw, Oklahoma. We would like to enter a bid of $4,020.00, four thousand twenty dollars and zero cents for the above mentioned property.

Angela Rodgers

Angela Rodgers

2/28/23
1:31pm

Sealed bid:

Property - Argyle

RESOLUTION 2023-01

A RESOLUTION APPROVING EXECUTION OF DEED

WHEREAS, the City of Sallisaw has heretofore declared the following described property as "surplus" property, having advertised such for sale and taken bids, all in accordance to law, to-wit:

> Lot 2, Block 17, Beasley Addition No. 1 to the City of Sallisaw, Oklahoma; and

WHEREAS, the bid of Angela Rodgers and Adam Rodgers, wife and husband, was the highest bid received by the City of Sallisaw for said surplus real property; and

WHEREAS, the Board of Commissioners of the City of Sallisaw approves and authorizes the execution of a quit claim deed to transfer the above described surplus property to the high bidder, Angela Rodgers and Adam Rodgers, wife and husband.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SALLISAW that the City of Sallisaw approves, authorizes and directs that a quit claim deed for the above described real property previously declared surplus by the City of Sallisaw, be executed granting, quit claiming and conveying all interest of City of Sallisaw, a municipal corporation, to Angela Rodgers and Adam Rodgers, wife and husband, and further authorizing Ernie Martens, City Mayor, to execute such instrument granting transfer of title thereto.

PASSED AND APPROVED THIS 13th day of March, 2023.

CITY OF SALLISAW, OKLAHOMA

By: ______________________________

ERNIE MARTENS, Mayor

ATTEST:

____

KIM JAMISON, City Clerk
[S E A L]

Mailing Address:
Angela Rodgers and Adam Rodgers
459988 East 1040 Road
Sallisaw, OK 74955
Exemption: Okla. Stat. tit. 68, §3202(11)

JOINT TENANCY
QUIT CLAIM DEED
(Individual Form)

THIS INDENTURE, Made this ____ day of March, 2023, between City of Sallisaw, a municipal corporation, of Sallisaw, Sequoyah County, State of Oklahoma, party of the first part, and Angela Rodgers and Adam Rodgers, wife and husband, of 459988 East 1040 Road, Sallisaw, Sequoyah County, Oklahoma, as joint tenants and not as tenants in common, with full rights of survivorship, the whole estate to vest in the survivor in the event of the death of either, parties of the second part, **WITNESSETH** that said party of the first part, in consideration of the sum of FOUR THOUSAND TWENTY AND NO/100'S DOLLARS to it in hand paid, receipt of which is hereby acknowledged, does hereby quitclaim, grant, bargain, sell and convey unto the said parties of the second part all its right, title, interest, estate, and every claim and demand, both at law and in equity, in and to all the following described property situate in Sequoyah County, State of Oklahoma, to-wit:

Lot 2, Block 17, Beasley Addition No. 1 to the City of Sallisaw, Oklahoma;

together with all and singular the hereditaments and appurtenances thereunto belonging.

TO HAVE AND TO HOLD the above described premises unto the said parties of the second part as joint tenants, and to the heirs and assigns of the survivor forever, so that neither the said party of the first part or any person in its name and behalf, shall or will hereafter claim or demand any right or title to the said premises or any part thereof; but they and everyone of them shall be these presents be excluded and forever barred.

IN WITNESS WHEREOF, the said party of the first part has hereunto set its hand the day and year first above written.

CITY OF SALLISAW, OKLAHOMA

By: ____________________________________
ERNIE MARTENS, Mayor

ATTEST:

____
KIM JAMISON, City Clerk
[SEAL]

STATE OF OKLAHOMA)
) SS ACKNOWLEDGMENT
COUNTY OF SEQUOYAH)

Before me, on this ____ day of March, 2023, personally appeared to me Ernie Martens, Mayor of the City of Sallisaw, Oklahoma, known to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

____
Notary Public
Commission Expires: ____________________
Commission Number: ____________________

(S E A L)

AGENDA ITEM COMMENTARY

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	Ordinance 2023-05

ITEM TITLE: Discuss and Consider Approval of Ordinance 2023-05; An Ordinance Amending Chapter 1, Section 1-8(c), to the Sallisaw Code of Ordinances, Repealing Section 1-8(c) and Adopting and Enacting the Following New Section 1-8(c) to the Sallisaw Code of Ordiance; and Declaring an Emergency.

INITIATOR: Police Chief, City Attorney

STAFF INFORMATION SOURCE: Polce Chief, City Attorney

BACKGROUND: The proposed Ordinance requested by Chief Franklin would change the technology fee from $15.00 to $25.00; and, would establish a drug fee in the amount of $25.00 to be used by the SPD for drug related costs of operation and/or prosecution. Below is an example of typical citations and fees, showing current and proposed changes.

Public Intox		
	Current	Proposed
Court Cost	$ 30.00	$ 30.00
Fine	$ 100.00	$ 100.00
Cleet	$ 10.00	$ 10.00
AFIS	$ 10.00	$ 10.00
Forensic	$ 10.00	$ 10.00
Tech	$ 15.00	$ 25.00
total	$ 175.00	$ 185.00

Possession Drug Paraphernalia		
	Current	Proposed
Court Cost	$ 30.00	$ 30.00
Fine	$ 500.00	$ 500.00
Cleet	$ 10.00	$ 10.00
AFIS	$ 10.00	$ 10.00
Forensic	$ 10.00	$ 10.00
Tech	$ 15.00	$ 25.00
OBN	$ 5.00	$ 5.00
Drug		$ 25.00
Total	$ 580.00	$ 615.00

EXHIBITS: 1. 2023.05.Amend General Penalty

KEY ISSUES: None.

FUNDING SOURCE: N/A

RECOMMENDATION: 1. Approval of Ordinance 2023-05
2. Declare an Emergency

ORDINANCE NO. 2023-05

AN ORDINANCE AMENDING CHAPTER 1, SECTION 1-8(c), TO THE SALLISAW CODE OF ORDINANCES, REPEALING SECTION 1-8(c) AND ADOPTING AND ENACTING THE FOLLOWING NEW SECTION 1-8(c) TO THE SALLISAW CODE OF ORDINANCES; AND DECLARING AN EMERGENCY

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SALLISAW, OKLAHOMA.

SECTION 1.

That Section 1-8(c) of the Sallisaw Code of Ordinances be amended by repealing and striking the same and enacting the following section, to-wit:

<u>Section 1-8:</u> General penalty; continuing violations.

(c) Except as otherwise provided by law or ordinance, a person convicted of a violation of this Code shall be punished by a fine or deferral fee in lieu of a fine for traffic related offenses relating to speeding or parking not to exceed $200.00, for alcohol-related or drug-related offenses not to exceed $800.00 and for all other offenses not to exceed $750.00. The court shall remit $50.00 of each alcohol-related fine or deferral fee to a fund that shall be used to defray costs for enforcement of laws relating to juvenile access to alcohol, other laws relating to alcohol and other intoxicating substances, and traffic-related offenses involving alcohol or other intoxicating substances. A person convicted of a violation of this Code pertaining to the pretreatment of wastewater or regulating stormwater discharges shall be punished by a fine not exceeding $1,000.00. No penalty, including fine and costs, shall be greater than that established by statute for the same offense. A municipal court technology fee shall be increased and is hereby established in the amount of $25.00. The fee shall be in addition to and not in substitution for any and all fines and penalties otherwise provided for by law for the offense and assessed on every citation disposed in the municipal court, except those that are voided, declined for prosecution, dismissed without costs, or the defendant is acquitted. The revenues generated by this fee shall be used solely and exclusively for the acquisition, operation, maintenance, repair, and/or criminal justice system and costs of prosecution. A municipal court drug fee shall be and is hereby established in the amount of $25.00. The fee shall be in addition to and not in substitution for any and all fines and penalties otherwise provided for by law for the offense and assessed on every drug related citation disposed in the municipal court, except those that are voided, declined for prosecution, dismissed without costs, or the defendant is acquitted. The revenues generated by this fee shall be used solely and exclusively for the Sallisaw Police Department Drug Fund for drug related costs of operation and/or prosecution. The Sallisaw Municipal Court Fee Schedule providing for maximum fines and costs is hereby amended to include violation of ordinances and/or statutes in Municipal Court:

ANIMALS:

DESCRIPTION	FINE	COURT COSTS	AFIS	CLEET	FORENSIC	OBN	DRUG	TECH FEE	OTHER	TOTAL	CITY OR STATE LAW
ABANDON, MISTREAT OR RESTRAIN ANIMAL BY CHAIN UNLAWFUL	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-20
ANIMAL AT LARGE UNLAWFUL	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-14, 10-15
ANIMAL NUISANCE, UNLAWFUL TO KEEP ANIMAL(S) BY REASON OF NOISE OR ODOR OR SANITARY CONDITIONS BECOMES OFFENSIVE TO A REASONABLE/PRUDENT PERSON	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-7, 10-101
BEE KEEPING W/O LICENSE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-107
BITE CASES, FAILURE TO REPORT BY PHYSICIAN, VETERINARIAN, OR OTHER MEDICAL PRACTITIONER	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-54
CERTAIN ANIMALS AND ANIMAL FIGHTING PROHIBITED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-8
CERTAIN LIVESTOCK OR HORSE NOT TO BE KEPT	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-9
CONTROL OF ANIMAL REQUIRED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-14
CRUELTY TO ANIMAL	750.00	30.00	10.00	10.00	10.00			25.00		835.00	CITY 10-20, OS 21-1685
DANGEROUS DOG, UNLAWFUL TO OWN WITHOUT CERTIFICATE OF REGISTRATION	300.00	30.00	10.00	10.00	10.00			25.00		385.00	CITY 10-32
DISEASED, INJURED OR SICK ANIMALS - FAILURE TO HAVE VET CHECK OUT	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-4
DEAD ANIMAL, FAILURE TO PROPERLY DISPOSE OF	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-21
DOGS PROHIBITED FROM PARK TRAILS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-16
INJURING, POISONING OR TRAPPING ANIMAL PROHIBITED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-3
INTERFERENCE UNLAWFUL	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-57
KEEPING BIRDS, BIRDS OF PREY, AND FOWL UNLAWFUL	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-106
KEEPING OF WILD OR EXOTIC ANIMALS UNLAWFUL	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-11
KENNEL, ANIMAL NUISANCE UNLAWFUL	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-101
KENNEL LICENSE, UNLAWFUL TO HARBOR 4 OR MORE DOGS WITHOUT	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-121
KENNEL, UNLICENSED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-91
LICENSING OF DOGS OR CATS (More than 1), FAILURE TO COMPLY	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-121
LICENSING OF DOG OR CAT, NUMBER OF ANIMALS LIMITED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-98
NOISY ANIMAL, DISTURBING THE PEACE PROHIBITED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-7
PERMIT FOR ANIMAL, LARGE OR SMALL, FAILURE TO OBTAIN	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-84, 10-95
QUARANTINE ANIMAL, FAILURE TO UNLAWFUL	300.00	30.00	10.00	10.00	10.00			25.00		385.00	CITY 10-4
RABID ANIMAL, KILLING OR REMOVAL PROHIBITED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-53
RESPONSIBILITY FOR COSTS INCURRED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-52
TAGS, FAILURE TO FASTEN TO ANIMAL COLLAR OR HARNESS	81.00	30.00	10.00	10.00	10.00			25.00		166.00	CITY 10-13, 10-124
UNLICENSED DOG OR CAT	81.00	30.00	10.00	10.00	10.00			25.00		166.00	CITY 10-13
UNLICENSED KENNEL	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 10-91

UNVACCINATED DOG OR CAT	81.00	30.00	10.00	10.00	10.00			25.00		166.00	CITY 10-12
VICIOUS ANIMAL, HARBOR OR OWN UNLAWFUL	300.00	30.00	10.00	10.00	10.00			25.00		385.00	CITY 10-32
VICIOUS DOG, UNCONFINED	500.00	30.00	10.00	10.00	10.00			25.00		585.00	CITY 10-33

ENVIRONMENT:

DESCRIPTION	FINE	COURT COSTS	AFIS	CLEET	FORENSIC	OBN	DRUG	TECH FEE	OTHER	TOTAL	CITY OR STATE LAW
DUTY OF OWNER/OCCUPANT TO MAINTAIN PROPERTY	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 38-73
FAILURE TO MOW HIGH GRASS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 38-72
JUNK MOTOR VEHICLE PROHIBITED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 38-33
LEAVING FIRE UNATTENDED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 38-33
LITTERING	81.00	30.00	10.00	10.00	10.00			25.00		166.00	CITY 38-2
LOUD NOISE OR MUSIC PROHIBITED	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 38-33
SMOKING IN A NO SMOKING AREA	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 21-1247 CITY 38-31, 1-8
UNLAWFUL DISCHARGE/DISPOSAL OF SEWAGE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 98-190
UNLAWFUL FIRE/BURNING W/OUT FIRE PERMIT	111.00	30.00	10.00	10.00	10.00			25.00		196.00	IFC 307.2, CITY 1-8
UNLAWFUL WATER OR SEWER FACILITIES	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 98-183
UNLAWFUL DEPOSITED RUBBISH ON PRIVATE/CITY PROPERTY	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 38-72
VIOLATION OF WATER SHORTAGE PROCLAMATION DATED 4/21/06	100.00	30.00	10.00	10.00	10.00			25.00		185.00	CITY 98-120
VIOLATION OF CERTAIN PUBLIC NUISANCE SPECIFIED BY SECTION 38-33	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 38-33
VIOLATION OF FAIR HOUSING STANDARDS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 50-33
VIOLATION REGARDING PRETREATMENT OF WASTEWATER	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 1-8
VIOLATION REGARDING A STORMWATER DISCHARGE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 1-8

JUVENILE:

DESCRIPTION	FINE	COURT COSTS	AFIS	CLEET	FORENSIC	OBN	DRUG	TECH FEE	OTHER	TOTAL	CITY OR STATE LAW
ASSAULT	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 26-37
ASSAULT AND BATTERY	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 26-37
BATTERY	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 26-37
CARRYING HARMFUL WEAPON(S)	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 66-71
CURFEW VIOLATION	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 66-7
DISORDERLY CONDUCT	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 66-101
DISTURBING THE PEACE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 66-101
ENTER AND REMAIN IN BEER BAR	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 37-246, CITY 1-8
FAILURE TO APPEAR FOR A COURT APPEARANCE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 26-45
FAILURE TO COMPLY WITH COURT ORDER	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 26-46
FALSE REPRESENTATION TO AN OFFICER	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 66-137
FIGHTING IN PUBLIC	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 66-103

MINOR IN POSSESSION OF TOBACCO	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 37-600.4
POSSESSION OF A PROHIBITED WEAPON ON SCHOOL GROUNDS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 21-1272
POSSESSION OF ALCOHOLIC BEVERAGE	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 26-38; OS 21-1215; 10A-2-8-222
POSSESSION OF LOW POINT BEER AS DEFINED IN 37 O.S. SECTION 163.2	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 26-39; OS 21-1215; 10A-2-8-222
POSSESSION OF MARIJUANA	236.00	30.00	10.00	10.00	10.00	10.00	25.00	25.00		3561.00	CITY 26-40
POSSESSION OR SALE OF DRUG PARAPHERNALIA	111.00	30.00	10.00	10.00	10.00	10.00	25.00	25.00		231.00	CITY 26-41
PUBLIC INTOXICATION	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 26-42
RESISTING A OFFICER	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 66-131
RUNAWAY/MINOR	81.00	30.00	10.00	10.00	10.00			25.00		166.00	CITY 26-47
SHOPLIFTING, PETIT LARCENY	750.00	30.00	10.00	10.00	10.00			25.00		835.00	CITY 26-43
THREATENING SCHOOL OFFICIALS	400.00	30.00	10.00	10.00	10.00			25.00		485.00	OS 70-6-149.7, CITY 1-8
TRESPASSING	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 66-34
TRUANCY	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 26-47
UNLAWFULLY DISCHARGING FIREWORKS	81.00	30.00	10.00	10.00	10.00			25.00		166.00	CITY 66-9
VANDALISM	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 26-44

NON-TRAFFIC:

DESCRIPTION	FINE	COURT COSTS	AFIS	CLEET	FORENSIC	OBN	DRUG	TECH FEE	OTHER	TOTAL	CITY OR STATE LAW
AIDING IN A CRIMINAL OFFENSE	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 66-3
ASSAULT AND BATTERY	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-644, CITY 1-8
ASSAULT AND BATTERY UPON A POLICE OFFICER	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-649, CITY 1-8
ASSAULT UPON A POLICE OFFICER OR PUBLIC OFFICIAL	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-649, CITY 1-8
ASSAULT WITH A DANGEROUS WEAPON	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 21-645, CITY 1-8
ATTEMPT TO DEFRAUD	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1541.1, CITY 1-8
ATTEMPT TO INTIMIDATE A POLICE OFFICER	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-545, CITY 1-8
ATTEMPTED THEFT OF PROPERTY	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 21-42, CITY 1-8
ATTEMPTED TO BRIBE POLICE OFFICER)	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 21-381, CITY 1-8
BLOCKED ELECTRIC CONTROL PANELS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	NEC 110.26, CITY 1-8
BREAKING AND ENTERING PRIVATE OR PUBLIC PROPERTY	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 21-1438 CITY 1-8
CARELESS USE OF A DANGEROUS WEAPON	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-645, CITY 1-8
CARETAKER ABUSE (VERBAL)	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 21-843-2 CITY 1-8
CARRYING A WEAPON UNLAWFULLY, CONCEALED OR UNCEALED	250.00	30.00	10.00	10.00	10.00			25.00		335.00	OS 21-1272, CITY 1-8
CONSPIRACY TO COMMIT A CRIME	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-421, CITY 1-8

CONTEMPT OF COURT	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-565.1 CITY 1-8
CONTRABAND IN CITY JAIL	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 57-21, CITY 1-8
CONTRIBUTING TO THE DELINQUENCY OF A MINOR	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-858.3 CITY 1-8
CROSSING A FIRE HOSE WITH AUTOMOBILE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-11-1109 CITY 1-8
DEFRAUDING AN INNKEEPER	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1541.1 CITY 1-8
DESTROY OR REFUSE TO SURRENDER EVIDENCE	300.00	30.00	10.00	10.00	10.00			25.00		385.00	OS 21-454, CITY 1-8
DESTRUCTION OF CITY PROPERTY	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1760, CITY 1-8
DESTRUCTION OF PRIVATE PROPERTY	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1760, CITY 1-8
DISCHARGING A FIREARM IN CITY LIMITS	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 21-1364, CITY 1-8
DISOBEYED A LAWFUL ORDER/OBSTRUCTION OF OFFICER IN PERFORMANCE OF HIS DUTIES	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-540, CITY 1-8
DISOBEYED A-1 ZONING ORDINANCE	300.00	30.00	10.00	10.00	10.00			25.00		385.00	CITY 102-226
DISRUPTION OR PREVENTION OF EMERGENCY TELEPHONE CALL	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1211.1 CITY 1-8
DISTURBING THE PEACE/DISORDERLY CONDUCT	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 21-1362, CITY 1-8
DISTURBING THE PUBLIC PEACE	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 21-22, CITY 1-8
DOMESTIC ABUSE	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-644, CITY 1-8
DRINKING IN PUBLIC	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 37-8, CITY 1-8
DRUNK IN A PUBLIC PLACE	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 37-8, CITY 1-8
ENCOURAGING A MINOR TO BE A DELINQUENT OR A RUNAWAY	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-856, CITY 1-8
ESCAPE FROM CUSTODY OR ATTEMPTED ESCAPE	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-444, CITY 1-8
FAILED TO CALL FOR INSPECTION	111.00	30.00	10.00	10.00	10.00			25.00		196.00	IBC110.5, CITY 1-8
FAILED TO CARRY MEDICAL MARIJUANA CARD	75.00	30.00	10.00	10.00	10.00			25.00		160.00	CITY 1-8
FAILED TO OBTAIN PERMIT - BUILDING	300.00	30.00	10.00	10.00	10.00			25.00		385.00	CITY 102-71, 18-33, 18-34
FAILED TO OBTAIN PERMIT - FIRE/BURN	111.00	30.00	10.00	10.00	10.00			25.00-		196.00	CITY 42-101, CITY 1-8 IFC 307.2
FAILED TO OBTAIN PERMIT - SIGN	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 102-71
FAILED TO OBTAIN REQUIRED PERMIT - OTHER	500.00	30.00	10.00	10.00	10.00			25.00-		585.00	CITY 66-10
FAILED TO OBTAIN PERMIT - GARAGE SALE	111.00	30.00	10.00	10.00	10.00			25.00-		196.00	CITY 22-103
FAILED TO OBTAIN ELECTRIC LICENSE, PERMIT OR REGISTRATION	750.00	30.00	10.00	10.00	10.00			25.00		835.00	CITY 18-66
FAILED TO OBTAIN MECHANICAL LICENSE, PERMIT OR REGISTRATION	750.00	30.00	10.00	10.00	10.00			25.00		835.00	CITY 18-153
FAILED TO OBTAIN PLUMBING LICENSE, PERMIT, OR REGISTRATION	750.00	30.00	10.00	10.00	10.00			25.00		835.00	CITY 18-211

FAILED TO PAY ELECTRIC DEPOSIT	750.00	30.00	10.00	10.00	10.00			25.00		835.00	CITY 48-153
FAILURE TO APPEAR	300.00	30.00	10.00	10.00	10.00			25.00		385.00	FTA
FAILURE TO COMPLY W/COURT ORDER AND PAY FINE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	FTC
FAILURE TO PROPERLY DISPOSE OF MEDICAL MARIJUANA WASTE	750.00	30.00	10.00	10.00	10.00		25.00	25.00-		860.00	CITY 1-8
FAILURE TO PAY TO CITY HOTEL/MOTEL GUEST TAX	300.00	30.00						25.00		355.00	CITY 86-170
FAILURE TO REMOVE DISABLED VEHICLE FROM ROADWAY	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11-1001 CITY 1-8
FAILURE TO RETURN RENTAL PROPERTY	300.00	30.00	10.00	10.00	10.00			25.00		385.00	OS 21-1834, CITY 1-8
FIGHTING IN PUBLIC	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 66-103
FRAUDULENT REFUND	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1541.1 CITY 1-8
GAVE FALSE BUILDING PERMIT INFORMATION	400.00	30.00	10.00	10.00	10.00			25.00		485.00	IBC105.6, CITY 1-8
GAVE FALSE INFORMATION TO A POLICE OFFICER	300.00	30.00	10.00	10.00	10.00			25.00		385.00	OS 21-540, CITY 1-8
HARASSING, THREATENING, ANNOYING PHONE CALLS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 21-1172, CITY 1-8
HARASSMENT OR SIMPLE ASSAULT	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-644, CITY 1-8
HARBORING A FUGITIVE	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-440, CITY 1-8
IMPERSONATING A POLICE OFFICER	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 21-264, CITY 1-8
IMPUTING THE UNCHASTITY OF A FEMALE/SLANDER	86.00	30.00	10.00	10.00	10.00			25.00		171.00	OS 21-779, CITY 1-8
INDECENT EXPOSURE	300.00	30.00	10.00	10.00	10.00			25.00		385.00	CITY 66-172
INHALING INTOXICANTS IN A PUBLIC PLACE	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 37-8, CITY 1-8
INSULTING SIGNS UNLAWFUL	200.00	30.00	10.00	10.00	10.00			25.00		285.00	CITY 66-102
INTERFERENCE WITH A POLICE OFFICER IN THE LINE OF DUTY	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 21-540, CITY 1-8
INTERFERENCE WITH EMERGENCY PERSONNEL OR EQUIPMENT	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-1217, CITY 1-8
KEEPING A DISORDERLY HOUSE	500.00	30.00	10.00	10.00	10.00			25.00		585.00	CITY 66-171
KNOWINGLY MAKING FALSE ALARM OR COMPLAINT - CALLING 911	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 63-2819, CITY 1-8
KNOWINGLY AND WILLFULLY HARBORS AN ENDANGERED RUNAWAY CHILD	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-856.2 CITY 1-8
LOITER UPON OR INJURE AUTOMOBILE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 26-64
MALICIOUS INJURY OF CITY PROPERTY	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1760, CITY 1-8
MALICIOUS INJURY TO PRIVATE PROPERTY	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1760, CITY 1-8
MARIJUANA WASTE DISPOSAL - PUBLIC NUISANCE	111.00	30.00	10.00	10.00	10.00		25.00	25.00		221.00	CITY 1-8
MINOR IN POSSESSION OF BEER OR ALCOHOL	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 21-1215, CITY 26-38, 26-39
NO EMERGENCY EXIT SIGNS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	IBC1011, CITY 1-8

NO OPERATIONAL RESTROOMS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	IPC311, CITY 1-8
OBSTRUCTING EXITS, FIRE HYDRANTS, AND APPARATUS DURING A FIRE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	IFC1003.6, CITY 1-8
OBSTRUCTION OF FIRE APPARATUS, ACCESS ROAD OR FIRE LANE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	IFC 503.4, CITY 1-8
OBSTRUCTION OF OFFICER IN PERFORMANCE OF HIS DUTIES, DISOBEYED A LAWFUL ORDER	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-540, CITY 1-8
OBTAINS PROPERTY OR SIGNATURE UNDER FALSE PRETENSES	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 21-1542, CITY 1-8
OPEN JUNCTION BOXES	111.00	30.00	10.00	10.00	10.00			25.00		196.00	NEC314.72, CITY 1-8
OPERATED WITHOUT ANNUAL LICENSE FOR COIN-OPERATED DEVICES	750.00	30.00						25.00		805.00	CITY 22-72
OPERATING A BUSINESS W/O CERTIFICATE OF OCCUPANCY	500.00	30.00	10.00	10.00	10.00			25.00		585.00	CITY 22-32
OPERATING BUSINESS IN A RESIDENTIAL ZONE	500.00	30.00	10.00	10.00	10.00			25.00		585.00	CITY 102-282
PARENT NEGLECTING OR REFUSING TO COMPEL CHILD TO ATTEND SCHOOL	50.00	30.00	10.00	10.00	10.00			25.00		135.00	OS 70-10-105 CITY 1-8
PEEPING TOM	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1171, CITY 1-8
PERMITTED PERSON UNDER 21 TO CONSUME ALCOHOL	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 37-8.2, CITY 1-8
PETIT LARCENY	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-1706,CITY 1-8
POINTING A FIREARM AT ANOTHER PERSON	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1279, CITY 1-8
POSSESSION OF A LOADED FIREARM	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1289-7,13 CITY 1-8
POSSESSION OF ILLEGAL FIREWORKS	500.00	30.00	10.00	10.00	10.00			25.00		585.00	CITY 66-9
POSSESSION OF PROHIBITED WEAPON	250.00	30.00	10.00	10.00	10.00			25.00		335.00	OS 21-1272, CITY 1-8
POSSESSION OF SCH. III NARCOTIC W/O SCRIPT	750.00	30.00	10.00	10.00	10.00		25.00	25.00		860.00	OS 63-2-402, CITY 1-8
POSSESSION OF STOLEN PROPERTY	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-1713, CITY 1-8
POSSESSION/USE OF FIREARM WHILE INTOXICATED	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1289.9, CITY 1-8
PROVIDED 3.2 BEER TO PERSON UNDER 21 YRS. OF AGE	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 37-241, CITY 1-8 6-1, 6-2
PUBLIC INTOXICATION	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 37-8, CITY 1-8, 6-2
PUMP PIRACY (FAILURE TO PAY FOR GASOLINE)	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 21-1740, CITY 1-8
RECKLESS CONDUCT WITH A FIREARM	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-1289.11 CITY 1-8
REFUSED A LAWFUL ORDER	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 47-11-103 CITY 1-8
REFUSING OR FAILING TO ASSIST A POLICE OFFICER	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 21-537, CITY 1-8
RESISTING ARREST	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 21-268, CITY 1-8
SELL, BARTER OR GIVE ALCOHOL TO A PERSON UNDER AGE 21	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 37-241, CITY 1-8 CITY 6-2

STALKING	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-1173, CITY 1-8
TAMPERING WITH OR DAMAGING UTILITY EQUIPMENT	750.00	30.00	10.00	10.00	10.00			25.00		835.00	CITY 66-32
THEFT FROM A MOTOR VEHICLE	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-1435, CITY 1-8
THEFT OF CITY OF SALLISAW PROPERTY	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-1435, CITY 1-8
THEFT OF UTILITIES (ELECTRIC, WATER, NATURAL GAS, CABLE TV, PHONE, OR INTERNET SERVICE)	500.00	30.00	10.00	10.00	10.00			25.00		585.00	CITY 66-32
THREATS TO DO BODILY HARM TO ANOTHER PERSON	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 21-1378, CITY 1-8
THROWING OBJECT AT MOVING VEHICLE	236.00	30.00	10.00	10.00	10.00			25.00		321.00	CITY 66-4
TO DISTRIBUTE ANY IMITATION CONTROLLED SUBSTANCE	500.00	30.00	10.00	10.00	10.00		25.00	25.00		610.00	OS 63-2-401, CITY 1-8
TO DISTRIBUTE/OBTAIN A CDS BY MEANS OF FRAUD, DECEIT, MISREPRESENTATION OR SUBTERFUGE	750.00	30.00	10.00	10.00	10.00		25.00	25.00		860.00	OS 63-2-407.1 CITY 1-8
TRASH IN CHASE WAY (ROAD)	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 78-12
TRESPASS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 66-34
UNLAWFUL ASSEMBLY	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 21-1314, CITY 1-8
UNLAWFUL BUILDING SETBACK	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 102
UNLAWFUL FOR PEDESTRIANS TO SOLICIT RIDES OR BUSINESS IN ROADWAY	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-11-507 CITY 1-8
UNLAWFUL FOR UNDERAGE PERSON TO ENTER AND REMAIN IN BEER BAR	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 37-246, CITY 1-8
UNLAWFUL GARAGE OR YARD SALE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 22-103
UNLAWFUL PARKING OF M/V ON PROPERTY OF ANOTHER W/O EXPRESSED OR TACIT PERMISSION	100.00	30.00	10.00	10.00	10.00			25.00		185.00	CITY 66-35
UNLAWFUL SEPTIC SYSTEM	111.00	30.00	10.00	10.00	10.00			25.00		196.00	IPSDCC CHAPTER 8, CITY 1-8
UNLAWFUL TO DISTRIBUTE, DISPENSE, OR TRANSPORT WITH INTENT, OF A CONTROLLED DANGEROUS SUBSTANCE UNDER THE AGE OF 18	111.00	30.00	10.00	10.00	10.00		25.00	25.00		221.00	OS 63-2-401 CITY 1-8
UNLAWFUL TO OBSTRUCT STREETS WITH MERCHANDISE	81.00	30.00	10.00	10.00	10.00			25.00		166.00	CITY 78-4
UNLAWFUL TO SOLICIT, BEG MONEY, OR OTHER THINGS OF VALUE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 66-104
UNLAWFUL USE OF COMPOUND (CERTAIN SUBSTANCES CAUSING INTOX, DISTORTION OR DISTURBANCES OF AUDITORY, VISUAL, MUSCULAR OR MENTAL PROCESSES)	500.00	30.00	10.00	10.00	10.00		25.00	25.00		610.00	OS 63-2-407.1 CITY 1-8
UNLAWFULLY CARRYING OF WEAPON	250.00	30.00	10.00	10.00	10.00			25.00		335.00	OS 21-1272, CITY 1-8
UNLAWFULLY RIDING BICYCLE ON SIDEWALK IN BUSINESS DISTRICT	41.00	30.00	10.00	10.00	10.00			25.00		126.00	CITY 94-357
UNLAWFULLY STANDING ON RAILROAD TRACKS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 66-36
UNSUPERVISED APPRENTICE UNLAWFUL	111.00	30.00	10.00	10.00	10.00			25.00		196.00	T158 CIB 30, CITY 1-8
URINATING IN PUBLIC	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 21-22, CITY 1-8
USING OBSCENE, OFFENSIVE, ABUSIVE, PROFANE, VUL;GAR, THREATENING, VIOLENT OR INSULTING LANGUAGE OR CONDUCT	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 21-1362 CITY 1-8

VANDALISM	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 26-64
VIOLATION OF FIREWORKS RESTRICTION	81.00	30.00	10.00	10.00	10.00			25.00		166.00	CITY 66-9
VIOLATION OF PROTECTIVE ORDER	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 22-60.6, CITY 1-8

PARKING:

DESCRIPTION	FINE	COURT COSTS	AFIS	CLEET	FORENSIC	OBN	DRUG	TECH FEE	OTHER	TOTAL	CITY OR STATE LAW
ILLEGALLY PARKED IN HANDICAP ZONE	200.00	30.00						25.00		255.00	OS 47-11-1007 CITY 1-8
IMPROPER PARKING	20.00	30.00						25.00		75.00	OS 47-11-1003 CITY 1-8

TRAFFIC:

DESCRIPTION	FINE	COURT COSTS	AFIS	CLEET	FORENSIC	OBN	DRUG	TECH FEE	OTHER	TOTAL	CITY OR STATE LAW
ABANDONED VEHICLE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-901, CITY1-8
AFFIXING A BOGUS TAG OR DECAL	300.00	30.00	10.00	10.00	10.00			25.00		385.00	OS 47-4-107, CITY 1-8
AGGRAVATED DUI (HAD BAC OF .08 OR MORE)	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 47-11-902, CITY 1-8
ALIGHTING OR BOARDING FROM A MOVING VEHICLE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 94-14
ALLOWED PASSENGER TO RIDE OUTSIDE VEHICLE	10.00	30.00	10.00	10.00	10.00			25.00		95.00	OS 47-11-1114 CITY 1-8
ALLOWED UNLICENSED DRIVER TO OPERATE M/V	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 47-6-305
ALLOWED UNLICENSED MINOR TO OPERATE MOTOR VEHICLE	236.00	30.00	10.00	10.00	10.00			25.00		321.00	OS 47-6-304, CITY 1-8
APC OF M/V WHILE UNDER THE INFLUENCE OF ALCOHOL &/OR OTHER INTOXICATING SUBSTANCE	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 47-11-902, CITY 1-8
ATTEMPTED TO ELUDE A POLICE OFFICER	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-540, CITY 1-8
AVOIDED STOP SIGN (WENT AROUND)	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11-201, CITY 1-8
BICYCLE-FAILED TO KEEP RIGHT - BICYCLE	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11-1205 CITY 1-8
BUS DRIVING - WHILE DL SUSPENDED OR REVOKED	300.00	30.00	10.00	10.00	10.00			25.00		385.00	OS 47-6-303 CITY 1-8
CARELESS DRIVING	250.00	30.00	10.00	10.00	10.00			25.00		335.00	CITY 94-162
CHILDREN PRESENT IN UNATTENDED VEHICLE W/MOTOR RUNNING	50.00	30.00	10.00	10.00	10.00			25.00		135.00	OS 47-11-1119 CITY 1-8
CORNER CUTTING PROHIBITED	100.00	30.00	10.00	10.00	10.00			25.00		185.00	CITY 94-163
DEFECTIVE MOTOR VEHICLE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-12-101, CITY 1-8
DISOBEYED RR CROSSING	250.00	30.00	10.00	10.00	10.00			25.00		335.00	OS 47-11-701, CITY 1-8
DISOBEYED STOP SIGN	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11-201 CITY 1-8

DISOBEYED TRAFFIC LIGHT	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11- 201, CITY1- 8
DISPLAY TEMPORARY LICENSE PLATE FOR MORE THAN 30 DAYS	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47- 1137-3 CITY 1-8
DRAG RACING OR SPEED CONTEST	200.00	30.00	10.00	10.00	10.00			25.00		285.00	CITY 94- 193
DRIVING WHILE IMPAIRED (MUST TEST LESS THAN .08% BLOOD ALCOHOL)	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 47-761, CITY 1-8
DRIVING WHILE UNDER THE INFLUENCE OF ALCOHOL	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 47-11- 902, CITY 1-8
DRIVING WHILE UNDER THE INFLUENCE OF AN INTOXICATING SUBSTANCE	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 47-11- 902, CITY 1-8
DRIVERS LICENSE - DRIVING WITHOUT OBTAINING A DRIVERS LICENSE	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-6- 303, CITY 1-8
DRIVERS LICENSE - FAILURE TO HAVE DL IN IMMEDIATE POSSESSION	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-6- 112 OS 47-17- 101 CITY 1-8
DRIVERS LICENSE - FAILURE TO OBTAIN OKLA DL	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-6- 101 OS 47-6- 303 CITY 1-8
DRIVERS LICENSE - DUS DRIVING WHILE DL SUSPENDED OR REVOKED	300.00	30.00	10.00	10.00	10.00			25.00		385.00	OS 47-6- 303, CITY 1-8
DRIVERS LICENSE - FAILURE TO SURRENDER SUSPENDED OR REVOKED DL	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-6- 209, CITY 1-8
DRIVERS LICENSE - UNLAWFUL DISPLAY OF SUSPENDED DL.	200.00	30.00	10.00	10.00	10.00			25.00-		285.00	OS 47-6- 301, CITY1- 8
DRIVERS LICENSE - OPERATING M/V WITH A FOREIGN DL	111.00	30.00	10.00	10.00	10.00			25.00-		196.00	OS 47-6- 102, CITY 1-8
DRIVING WRONG WAY ON ONE WAY ROAD	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 47-11- 308, CITY 1-8
DUS-DRIVING WHILE DL SUSPENDED/REVOKED	300.00	30.00	10.00	10.00	10.00			25.00		385.00	OS 47-6- 303, CITY 1-8
DUTY UPON STRIKING UNATTENDED VEHICLE	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 47-10- 105, CITY 1-8
EXPIRED DRIVERS LICENSE	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-6- 115 CITY 1-8
EXPIRED TAG	300.00	30.00	10.00	10.00	10.00			25.00		385.00	OS 47- 1151, CITY 1-8
FAILED TO DISPLAY LIGHTED LAMPS, HEAD OR TAIL	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-12- 201, OS 47-12- 204 CITY 1-8
FAILED TO DISPLAY RED FLAG/LIGHT AT REAR OF LOAD	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-12- 213 CITY 1-8
FAILED TO EQUIP M/V OR TRAILER W/2 TAIL LIGHTS	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-12- 204 CITY 1-8
FAILED TO REGISTER MOTOR VEHICLE	300.00	30.00	10.00	10.00	10.00			25.00		385.00	OS 47-115, CITY 1-8
FAILED TO REPORT ADDRESS CHANGE TO DPS	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-6- 116, CITY 1-8
FAILED TO STOP FOR POLICE ROADBLOCK	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 21-540, CITY 1-8

FAILED TO STOP FOR UNLOADING SCHOOL BUS	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11- 705 CITY 1-8
FAILED TO STOP WHEN ENTERING HIGHWAY FROM PRIVATE ROAD OR DRIVEWAY	111.00	30.00	10.00	10.00	10.00			25.00-		196.00	OS 47-11- 404 CITY 1-8
FAILED TO TRANSFER TITLE AT THE TIME OF SALE TO ANOTHER	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-4- 110, CITY 1-8
FAILURE TO CARRY INSURANCE VERIFICATION FORM - SVF	250.00	30.00	10.00	10.00	10.00			25.00		335.00	OS 47-7- 606, CITY 1-8
FAILURE TO COMPLY WITH COMPULSORY INSURANCE LAW	250.00	30.00	10.00	10.00	10.00			25.00		335.00	OS 47-7- 606, CITY 1-8
FAILURE TO DIM HEADLIGHTS TO ONCOMING TRAFFIC	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-12- 203-2 CITY 1-8
FAILURE TO DISPLAY TAG / LICENSE PLATE	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47- 1113, CITY 1-8
FAILURE TO DISPLAY PROPER TAG LIGHT OR TAIL LIGHT	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-12- 204 CITY 1-8
FAILURE TO HAVE LICENSE PLATE LIGHTED	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-12- 204, CITY 1-8
FAILURE TO MAINTAIN FULL TIME/ATTENTION TO ROADWAY - INVOLVING ACCIDENT OR POSING ARTICULABLE DANGER TO OTHERS	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11- 901 CITY 1-8
FAILURE TO REMAIN AT PROPERTY DAMAGE ACCIDENT	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 47-10- 103 CITY 1-8
FAILURE TO REMAIN IN LANE	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 301, CITY 1-8
FAILURE TO REPORT ACCIDENT	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-10- 107 CITY 1-8
FAILURE TO RESTRAIN CHILD IN SAFETY SEAT	50.00	30.00	10.00	10.00	10.00			25.00		135.00	OS 47-11- 1112 CITY 1-8
FAILURE TO SECURE LOAD	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-14- 105 CITY 1-8
FAILURE TO SIGNAL RIGHT OR LEFT TURN	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 604 CITY 1-8
FAILURE TO STOP AT A STOP LIGHT	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-11- 202 CITY 1-8
FAILURE TO STOP AT A STOP SIGN	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-114- 403 CITY 1-8
FAILURE TO WEAR MOTORCYCLE HELMET UNDER 18	41.00	30.00	10.00	10.00	10.00			25.00		126.00	OS 47-12- 609 CITY 1-8
FAILURE TO WEAR SEAT BELT	12.00	8.00						25.00		45.00	OS 47-12- 417 CITY 1-8
FAILURE TO YIELD	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11- 704 OS 47-11- 401 CITY 1-8
FAILURE TO YIELD TO EMERGENCY VEHICLE	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 47-11- 405 CITY 1-8
FOLLOWING TOO CLOSELY	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11- 310 CITY 1-8
FORGED PROOF OF FINANCIAL RESPONSIBILITY	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 47-7- 403 CITY 1-8

IMPEDE MOVEMENT OF TRAFFIC	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-11- 804 CITY 1-8
IMPROPER BACKING ON ROADWAY	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 1102 CITY 1-8
IMPROPER BRAKES ON BICYCLE	25.00	30.00	10.00	10.00	10.00			25.00		110.00	OS 47-11- 1202 CITY 1-8
IMPROPER DISPLAY OF TAGS	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47- 1113, CITY 1-8
IMPROPER LANE USE	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 309 CITY 1-8
IMPROPER LEFT TURN	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 601-2 CITY 1-8
IMPROPER PASSING OF SCHOOL BUS	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11- 705 CITY 1-8
IMPROPER PASSING ON RIGHT	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 304 CITY 1-8
IMPROPER PASSING ON THE LEFT	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 303-1 CITY 1-8
IMPROPER RIGHT TURN	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 601-1 CITY 1-8
IMPROPER START FROM A PARKED OR STOPPED POSITION	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 603 CITY 1-8
IMPROPER TOWING OR FAILED TO EQUIP M/V WITH APPROPRIATE TOWING DEVICE	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-14- 106 CITY 1-8
IMPROPER TURN FROM A DIRECT COURSE	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 602 CITY 1-8
LEFT M/V UNATTENDED W/MOTOR RUNNING	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 1101 CITY 1-8
LEFT OF CENTER	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-11- 306 CITY 1-8
LEFT SCENE OF ACCIDENT	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 47-10- 103 CITY 1-8
LICENSE PLATE - NO TAG ATTACHED OR FAILURE TO PROPERLY DISPLAY TAG	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-1113 OS 47-1151 CITY 1-8
LICENSE PLATE - REPRESENTING OR DISPLAYING ANOTHERS LICENSE AS ONES OWN	200.00	30.00	10.00	10.00	10.00			25.00-		285.00	OS 47-6- 301 CITY 1-8
MOTORCYCLE - NO EYE PROTECTION	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-12- 609 CITY 1-8
MOTORCYCLE - NO ENDORSEMENT	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-6- 110.1 CITY 1-8
OBSTRUCTING STREET UNDULY (PARKING OR STANDING)	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-11- 1003 CITY 1-8
OBSTRUCTION OF VIEW/WINDSHIELD	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 1104 CITY 1-8
OPERATED M/V IN A MANNER NOT REASONABLE NOR PROPER	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11- 801 CITY 1-8
OPERATED M/V WITH IMPROPER RUBBER TIRES	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-12- 405 CITY 1-8
OPERATED M/V WITH MORE THAN 3 PERSONS IN FRONT SEAT	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-11- 1104 CITY 1-8

OPERATED UNSAFE VEHICLE ON ROADWAY	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-12-101 CITY 1-8
OVERHEIGHT / OVERWEIGHT AUTO TRANSPORT PERMIT	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-14-109 CITY 1-8
OVERSIZE LOAD AFTER LEGAL HOURS OR HOLIDAY	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-14-101 CITY 1-8
PASSING IN A NO PASSING ZONE	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 47-11-307 CITY 1-8
PASSING IN A SCHOOL ZONE	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 47-11-307 CITY 1-8
POSSESSION OF SCHEDULE IV NARCOTIC WITHOUT VALID SCRIPT	500.00	30.00	10.00	10.00	10.00		25.00	25.00		610.00	OS 63-2-402 CITY 1-8
POSSESSION OF DRUG PARAPHERNALIA	500.00	30.00	10.00	10.00	10.00	5.00	25.00	25.00		615.00	OS 63-2-405 CITY 1-8
POSSESSION OF MARIJUANA	200.00	30.00	10.00	10.00	10.00	5.00	25.00	25.00		315.00	OS 63-2-402 CITY 1-8
RAILROAD TRAINS NOT TO BLOCK STREETS	111.00	30.00	10.00	10.00	10.00			25.00		196.00	CITY 94-15
RECKLESS DRIVING	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 47-11-901 CITY 1-8
RIDING OUTSIDE THE PASSENGER COMPARTMENT OF MOTOR VEHICLE	10.00	30.00	10.00	10.00	10.00			25.00		95.00	OS 47-1114, CITY 1-8
RODE BICYCLE ON ROADWAY WHERE PROHIBITED	36.00	30.00	10.00	10.00	10.00			25.00		121.00	CITY 94-352
SPEEDING, 1 TO 10 MPH OVER	10.00	30.00	10.00	10.00	10.00			25.00		95.00	OS 47-11-801 CITY 1-8
SPEEDING, 11 TO 15 MPH OVER	20.00	30.00	10.00	10.00	10.00			25.00		105.00	OS 47-11-801 CITY 1-8
SPEEDING, 16 TO 20 MPH OVER	35.00	30.00	10.00	10.00	10.00			25.00		120.00	OS 47-11-801 CITY 1-8
SPEEDING, 21 TO 25 MPH OVER	75.00	30.00	10.00	10.00	10.00			25.00		160.00	OS 47-11-801 CITY 1-8
SPEEDING, 26 TO 30 MPH OVER	135.00	30.00	10.00	10.00	10.00			25.00		220.00	OS 47-11-801 CITY 1-8
SPEEDING, 31 TO 35 MPH OVER	155.00	30.00	10.00	10.00	10.00			25.00		240.00	OS 47-11-801 CITY 1-8
SPEEDING, 36 MPH OR MORE OVER	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 47-11-801 CITY 1-8
TEXTING WHILE DRIVING, COMMERCIAL	500.00	30.00	10.00	10.00	10.00			25.00		585.00	47 OS 11-901d CITY 1-8, 94-170
TEXTING WHILE DRIVING, NON-COMMERCIAL	100.00	30.00	10.00	10.00	10.00			25.00		185.00	47 OS 11-901c CITY 94-170
THROWING INJURIOUS SUBSTANCE ON ROADWAY	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 47-11-1110 CITY 1-8
TO IMPEDE THE FLOW OF TRAFFIC ON A MULTI LANE ROAD	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11-309-5 CITY 1-8
TRANSPORTING A LOADED FIREARM	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 21-1289-13 CITY 1-8
TRANSPORTING AN OPEN CONTAINER	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 47-21-1220 CITY 1-8

UNAUTHORIZED USE OF DL OR ID CARD	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 47-6- 301 CITY 1-8
UNAUTHORIZED USE OF VEHICLE OR IMPLEMENT OF HUSBANDRY	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 47-4- 102 CITY 1-8
UNAUTHORIZED VEHICLE ON CITY STREET	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-11- 1116 CITY 1-8
UNLAWFUL WEIGHT, HEIGHT, WIDTH, OR LENGTH OF M/V	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-14- 101 CITY 1-8
UNLAWFUL DISPLAY OF RED/BLUE LIGHTS	750.00	30.00	10.00	10.00	10.00			25.00		835.00	OS 47-12- 227 CITY 1-8
UNLAWFUL FOR ANYONE UNDER AGE 21, TO DRIVE OR OPERATE OR BE IN APC OF M/V WHEN UNDER INFLUENCE OF ANY ALCOHOL OR INTOXICATING SUBSTANCE	500.00	30.00	10.00	10.00	10.00			25.00		585.00	OS 47-11- 906 CITY 1-8
UNLAWFUL MODIFICATION OF M/V EXHAUST SYSTEM	41.00	30.00	10.00	10.00	10.00			25.00		126.00	OS 47-12- 402 CITY 1-8
UNLAWFUL TO STOP, PARK, STAND VEHICLE ON ROADWAY	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 1001 CITY 1-8
UNLAWFUL U-TURN	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 602 CITY 1-8
UNLAWFULLY ATTACHED TO M/V UPON ROADWAY (TOWING / HAULING)	111.00	30.00	10.00	10.00	10.00			25.00		196.00	OS 47-14- 106 CITY 1-8
UNLAWFULLY DRIVING THROUGH SAFETY ZONE	200.00	30.00	10.00	10.00	10.00			25.00		285.00	OS 47-11- 1301 CITY 1-8
UNSAFE DOOR OPEN-TRAFFIC SIDE	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 1105 CITY 1-8
UNSAFE LANE CHANGE	81.00	30.00	10.00	10.00	10.00			25.00		166.00	OS 47-11- 309 CITY 1-8
VIOLATION OF DRIVERS LICENSE RESTRICTION	100.00	30.00	10.00	10.00	10.00			25.00		185.00	OS 47-6- 113 CITY 1-8

SECTION 2.

Any ordinance inconsistent with the terms and provisions of this ordinance is hereby repealed; provided, however, that such repeal shall be only to the extent of such inconsistency and in all other respects this ordinance shall be cumulative of other ordinances regulating and governing the subject matter covered by this ordinance.

SECTION 3.

If, regardless of cause, any section, subsection, paragraph, sentence, phrase, portion or clause of this ordinance is held invalid or determined to be unconstitutional, the remaining sections, subsections, paragraphs, sentences, phrases, portions or clauses shall continue in full force and effect and shall be construed thereafter as being the entire provisions of this ordinance.

SECTION 4.

WHEREAS, an emergency and immediate necessity exists by reason of the health, safety and protection of the citizens of Sallisaw; therefore, an emergency is hereby declared to exist by reason whereof this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED this 13th day of March, 2023.

CITY OF SALLISAW, OKLAHOMA

By: ___________________________________
ERNIE MARTENS, Mayor

ATTEST:

____
KIM JAMISON, City Clerk
[SEAL]

AGENDA ITEM COMMENTARY

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	Investments

ITEM TITLE: Discuss and Consider Approval of Staff's Request to Invest the Sallisaw Reserve Certificate of Deposit with Armstrong Bank for 273 Days at 4.15% Interest

INITIATOR: City Clerk

STAFF INFORMATION SOURCE: City Clerk

BACKGROUND: Quotes were requested for temporary idle funds. Following review of quotes received, staff recommends investment of the Sallisaw Reserve Certificate of Deposit with Armstrong Bank, the high bidder, for 273 days at 4.15% interest.

EXHIBITS:

KEY ISSUES: None.

FUNDING SOURCE: N/A

RECOMMENDATION: Approval to invest the Sallisaw Reserve CD with Armstrong Bank for 273 days at 4.15% interest.

AGENDA ITEM COMMENTARY

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	Investments

ITEM TITLE: Discuss and Consider Approval of Staff's Request to Reinvest the Cemetery Fund Certificate of Deposit with National Bank of Sallisaw for 273 Days at 4.06% Interest

INITIATOR: City Clerk

STAFF INFORMATION SOURCE: City Clerk

BACKGROUND: Quotes were requested for temporary idle funds. Following review of quotes received, staff recommends investment of the Cemetery Fund Certificate of Deposit with National Bank of Sallisaw, the high bidder, for 273 days at 4.06% interest.

EXHIBITS: 1. City CDs

KEY ISSUES: None.

FUNDING SOURCE: N/A

RECOMMENDATION: Approval to reinvest the Sallisaw Reserve CD with National Bank of Sallisaw for 273 days at 4.06% interest.

BOARD OF CITY COMMISSIONERS

REDEPOSIT
OF
TEMPORARILY IDLE FUNDS

MARCH 15, 2023

Fund	Amount
Sallisaw Reserve	$ 1,093,394.75

Days	Firstar	National	Armstrong	Local
182	—	3.77%	4.05%	—

Days	Firstar	National	Armstrong	Local
273	—	4.06%	4.15%	—

Fund	Amount
Cemetery Fund	$ 208,808.35

Days	Firstar	National	Armstrong	Local
182	—	3.77%	3.35%	—

Days	Firstar	National	Armstrong	Local
273	—	4.06%	3.50%	—

CITY OF SALLISAW • OKLAHOMA • EST. 1886
115 East Choctaw P.O. Box 525 Sallisaw, OK 74955
Ph. 918-775-6241 Fax 918-775-9550 www.sallisawok.org

TO: Armstrong Bank

March 2, 2023

The City of Sallisaw requests quotes on time deposits of idle funds for the time specified beginning on ***March 15, 2023***:

FUND	**AMOUNT**	**DAYS**	**MATURITY**	**QUOTE**
Reserve Fund	***$1,093,394.75***	*182*	*September 13, 2023*	4.05
		273	*December 13, 2023*	4.15
Cemetery Fund	**$ 208,808.35**	*182*	*September 13, 2023*	3.35
		273	*December 13, 2023*	3.50

Quotes will be received by the City Clerk via e-mail; **kjamison@sallisawok.org**, and must be received by **10:00 a.m., Wednesday, March 8th**. Quotes will then be reviewed. Recommendation for award will be presented at a regular meeting of the Board of City Commissioners beginning at 6:00 p.m., March 13, 2023.

Please ensure that your facility has sufficient collateral pledged, should you be the successful bidder.

Kim Jamison

Kim Jamison, City Clerk

Submitted by:

Armstrong Bank

Date: 3-6-23

By: [signature]

115 East Choctaw P.O. Box 525 Sallisaw, OK 74955
Ph. 918-775-6241 Fax 918-775-9550 www.sallisawok.org

TO: National Bank of Sallisaw

March 2, 2023

The City of Sallisaw requests quotes on time deposits of idle funds for the time specified beginning on ***March 15, 2023***:

FUND	AMOUNT	DAYS	MATURITY	QUOTE
Reserve Fund	***$1,093,394.75***	*182*	*September 13, 2023*	3.77%
		273	*December 13, 2023*	4.06%
Cemetery Fund	**$ 208,808.35**	*182*	*September 13, 2023*	3.77%
		273	*December 13, 2023*	4.06%

Quotes will be received by the City Clerk via e-mail; **kjamison@sallisawok.org**, and must be received by **10:00 a.m., Wednesday, March 8th**. Quotes will then be reviewed. Recommendation for award will be presented at a regular meeting of the Board of City Commissioners beginning at 6:00 p.m., March 13, 2023.

Please ensure that your facility has sufficient collateral pledged, should you be the successful bidder.

Kim Jamison

Kim Jamison, City Clerk

Submitted by:

National Bank of Sallisaw

Date: 3/7/23

By: [signature]

AGENDA ITEM COMMENTARY

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	Sports Complex Dugout Covers

ITEM TITLE: Discuss and Consider Approval of Purchase Order No. 97212, Issued to IPS Construction of Sallisaw, OK, in the Amount of $87,000 For The Installation of Sixteen (16) Metal Dugout Covers at the Sports Complex

INITIATOR: City Manager
Sallisaw Youth League
Cherokee Nation

STAFF INFORMATION SOURCE: Building Development Director
IPS Construction

BACKGROUND: Staff recently worked with the Sallisaw Youth League to obtain quotes for the installation of metal dugout covers at the sports complex fields. A total of sixteen (16) covers will be added. Dugout covers have been requested by SYL for several years now. With the assistance of Cherokee Nation, staff is ready to move forward with this project.

EXHIBITS: 1. Dugout Covers Sports Complex-Quotes

KEY ISSUES:

- Replacement of the current dugout covers with metal will ensure a more permanent cover that will last for many years.
- The Cherokee Nation has graciously donated $25,000 towards this project.

FUNDING SOURCE: Youth and Recreation Fund 21: $87,000.00, with a $25,000.00 donation from Cherokee Nation.
GL # 021-501-57117

RECOMMENDATION: Staff recommends approval of Purchase Order No. 97212.

Attachment B: Quotation Sheet

CITY OF SALLISAW QUOTATION SHEET

Cost exceeds $2,500, two quotations required.
Cost equals $5,000 or more, three quotations required

If you are quoting several items, attach list to this form **Also attach all vendor quotes received**

VENDOR 1	VENDOR 2	VENDOR 3
Date of Quotation: 1/22/2023	Date of Quotation: 1/18/2023	Date of Quotation: 2/10/2023
Department Number:	Department Number:	Department Number:
Vendor Name / Number B&B Welding	Vendor Name / Number IPS Construction	Vendor Name / Number MGS Const. Services
Address City State Zip	Address City State Zip	Address City State Zip
Phone	Phone	Phone
Item (s) Softball and Baseball Dugouts	Item (s) Softball and Baseball Dugouts	Item (s) Softball and Baseball Dugouts
Quantity 16	Quantity 16	Quantity 16
Price each 12x$6000 ea= $72,000.00 4x$7500 ea. = $30,000.00	Price each	Price each 12x$5,760.00=$69,120.00 4x10,217.00=$40,868.00
Est. Freight	Est. Freight	Est. Freight
Total Cost $ $102,000.00	Total Cost $ $87,000.00	Total Cost $ $109,988.00-$10,000(DISC)=$99,988.00
Quote Expiration Date	Quote Expiration Date	Quote Expiration Date
Quotes Obtained By:	Quotes Obtained By:	Quotes Obtained By:
GL Budget Line	GL Budget Line	GL Budget Line
Purchasing Approval	Purchasing Approval	Purchasing Approval
PO Number / Date: /	PO Number / Date: /	PO Number / Date: /

Explain if only one quotation supplied:

Quote approved: ______________________________________ Date: ___________
(Purchasing Agent, Finance Director or City Manager)

PROPOSAL

IPS Construction
PO Box 1612
Sallisaw, OK 74955
(918) 775-0885

Project Name

City of Sallisaw

RE: Sequoyah Sports Complex

OVERVIEW

Scope of work is to cover all dugouts.

SPECIFICATIONS

Steel framing

26 gauge metal roofs

TOTAL

$87,000.00

Respectfully submitted

Lance Calhoun

January 18, 2023

MGS CONSTRUCTION SERVICES, INC.

City of Sallisaw

Attention: Keith Miller

MGS Construction is pleased to submit our quote for all material, labor, and supervision to complete the following scope of work: ***Install metal roofing and gutters on dugouts at sports complex***

- ***Install***
    - Install necessary hat channel for support
    - Install seamless gutters at 4 locations
    - Install royal blue PBR roof panels at 16 dugout locations

Subtotal =

$10,217.00 ea for 4 gutter locations

$5,760 ea for 12 non gutter locations

(10,000.00 savings if all 16 are done at once) $99,988.00

1500 Enterprise Drive Suite 308
Lemoore, CA 93245
Office 559-772-1852 Fax 559-380-2701
Contracts_MGS@yahoo.com

Proposal

B&B Welding INC

AUTHORIZED DISTRIBUTOR STAR BUILDINGS

464779 E. 1070 Rd.
Sallisaw, OK 74955
918-776-7793
Fax: 918-776-0963

Proposal Submitted To: City of Sallisaw	Job Name Dugout Roofs 16
Address Hwy 64-	Job Location BALL Field
SAllisaw, OK 74955.	Date 1-22-2023
Phone # 918-774 7579 / Fax # Keith Miller	Cell

We hereby submit specifications and estimates for:

(4)- Dugout Shelter Roof To be framed out and put a metal Roof on Top. Then Come down sides with metal to Cover Roof Perlins. Leaving Chain link in Place. Going to Raise The four lower ones (13X30) up in Front will Raise Roof up So water will Run out to Back and not on the Baseball field

4X 7500.00 = $30,000.00

(12) 8'6"X 25' to Frame up and place 26 guage metal on Roof and sides to Dress out along with Trim. Talking Regal Blue Roofs All Chain link to Stay in Place

12X6000. = $72000.00

We propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

$ $102,000.00 ONE hundred two thousand NO/100 Dollars

with payments to be made as follows. Customer pays when Job Complete, and happy.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control

Respectfully Submitted [signature]

Note - this proposal may be withdrawn by us if not accepted within ________ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are

AGENDA ITEM COMMENTARY

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	Purchase of Vehicles

ITEM TITLE: Discuss and Consider Approval of Staff's Request to Rescind Prior Approval to Utilize Up To $326,000 in the Capital Improvement Fund Budget For Purchase of Vehicles

INITIATOR: City Mangager
Director of Finance
Purchasing Agent

STAFF INFORMATION SOURCE: Purchasing Agent

BACKGROUND: On August 8, 2022, staff requested approval to use up to $326,000 of funding from the Capital Improvement Fund for the purchase of vehicles. These vehicles were requested from a Ford dealership the week after this approval. After checking the status of these vehicles several times, the vehicles still have not made it to the assembly line. Therefore, we are requesting that the approval be rescinded, thus freeing up the funds, and allowing us to look for other vehicles.

EXHIBITS:

KEY ISSUES: Given the status of the current economy and the production of fleet vehicles, we are unsure when dealerships will have fleet vehicles available. Staff will continue to look for both new and used vehicles to meet our needs. Needs include both 1/2 and 3/4 ton work trucks, transit vans for telecommunications and compact trucks for meter reading services and code enforcement.

FUNDING SOURCE: Fund 30, Capital Improvement Fund

RECOMMENDATION: Staff recommends approval to rescind the prior authorization.

AGENDA ITEM COMMENTARY

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	RS Meacham CPAs and Advisors - Letter of Engagement

ITEM TITLE: Consider Approval of Letter of Engagement for Professional Services with RS Meacham, CPA's and Advisors, Clinton, Oklahoma, for Consulting Services Related to Financial Matters of the City of Sallisaw

INITIATOR: Director of Finance

STAFF INFORMATION SOURCE: Director of Finance

BACKGROUND: Changes to the Government Accountability Office (GAO) Yellow Book Standards require the city to prepare end of year financial statements, or contract with a consultant to prepare statements, for review by an independent auditor. Staff recommends we contract with RS Meacham to assist city staff in preparing end of year financial statements for our independent auditor. In addition, they will provide consulting services related to accounting and how we account for the various transactions of the city.

Fees for services for the year ending June 30, 2023 will not exceed $25,000. Other services, or supplemental projects not included in the *scope of services* listed, will be provided at standard hourly rates ranging from $50 to $200 per hour. Any additional fees will be pre-approved by the City.

EXHIBITS: 1. Sallisaw Consulting Eng Letter FY23

KEY ISSUES: Services provided under this agreement include:

- General accounting and work-paper preparation.
- Annual financial statement preparation.
- Annual financial statement audit coordination.
- General advisory assistance and technical support.

FUNDING SOURCE: General Fund 010-801-55507

RECOMMENDATION: Approval of Letter of Engagement with RS Meacham, CPAs.

801 Frisco, Clinton, OK 73601
580.323.1766 | 580.323.1768 fax

February 28, 2023

To the Honorable Mayor and City Commission
City of Sallisaw, Oklahoma

To the Board of Directors
Sallisaw Municipal Authority

We are pleased to have the opportunity to continue to serve the City of Sallisaw, OK (the "City"), along with its related entity the Sallisaw Municipal Authority, in the role of accounting consultant. We look forward to a continuation of our existing relationship by being an integral resource for the City and Commission regarding financial matters identified within this engagement letter. The purpose of this letter is to better meet your expectations of service from our Firm by clearly identifying the specific services and terms of our engagement.

Scope of Services

General Accounting and Workpaper Preparation

We will prepare the revenue and expense accruals for the year ended June 30, 2023. This work will include tax accruals, utility billing receivables, accounts payable, accrued interest payable, debt reconciliations, and payroll related accruals, including salary, vacation, and taxes payable, as well as GASB 68 related entries.

Annual Financial Statement Preparation

We will compile, from information you provide, financials in accordance with GASB 34 requirements for the City and the Sallisaw Municipal Authority (the "SMA") for the year ended June 30, 2023. We will draft the audit report in accordance with the requirements stated in GASB 34, including Management's Discussion and Analysis. Along with the GASB 34 financial report, we will prepare the audit workpapers and supporting schedules necessary for the external audit firm to complete the fiscal year 2023 audit.

Annual Financial Statement Audit Coordination

We will serve as the primary contact for the City during the external financial statement auditor in all matters related to financial statement presentation. We will also assist in resolving any dispute related to interpretation, entries, classification of funds and any other matter that the City staff request assistance.

General Advisory Assistance and Technical Support:

We will be available to provide assistance on and on-going basis as advisory or technical questions arise. We will be available for on-site visits at the request of City management.

City's Responsibilities

The City is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management is reliable and financial information is reliable and properly recorded. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report.

RSMeacham's Responsibilities

We will conduct our services in accordance with applicable professional standards of the American Institute of CPAs (AICPA) and Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

Our engagement cannot be relied on the disclose errors, fraud, or illegal acts that may exist. However, we will inform the appropriate level of manangement of any material errors and of any evidence or information that comes to our attention during the performance of our compilation procedures that fraud may have occurred. In addition, we will inform you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Fees for Service

Our fees for the services are identified above will not exceed $25,000. Other services or supplemental projects not included in the scope of services listed will be provided at standard hourly rates ranging from $50 to $200 per hour. We will review any extra services you may require and submit to you a fee estimate before we incur any additional costs. Our invoices for these fees will be rendered each month and payable on presentation. Russ Meacham, CPA, is the engagement partner and is responsible for supervising the engagement.

The term of this engagement is for the fiscal year ended June 30, 2023.

The City agrees that RSMeacham CPAs & Advisors, its partners, and employees shall not be liable to the City for any actions, losses, damages, claims, liabilities, costs, or expenses in any way arising out of or relating to this engagement for an aggregate amount in excess of the fees paid by the City to RSMeacham CPAs & Advisors for the services performed pursuant to this engagement.

We appreciate the opportunity to be of service to the City, and we look forward to a successful relationship with the City of Sallisaw. Please indicate the City's acceptance of this agreement by signing in the space provided below and returning it to us.

Sincerely,

RSMeacham CPAs & Advisors

This letter correctly sets forth the understanding of the City of Sallisaw, OK.

By:______________________________________

Title:_____________________________________

Date:_____________________________________

AGENDA ITEM COMMENTARY

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	Foresight Advisory & Consulting - Audit Engagement Letters

ITEM TITLE: Consider Approval of Audit Engagement Letters with Foresight Advisory & Consulting of Oklahoma City, Oklahoma, for Fiscal Year 2023 Audit Services and Landfill Calculations

INITIATOR: Director of Finance

STAFF INFORMATION SOURCE: Director of Finance

BACKGROUND: Title 11, Section 17-105, Oklahoma State Statutes, requires the City of Sallisaw and its related entities to complete a yearly audit of its financial statements. Audit for the prior fiscal year must be completed and filed with the Oklahoma State Auditor's office within six months of the close of the fiscal year. Objective of the audit is for the Auditor to express an opinion on whether the City's financial statements are fairly presented and that they conform to generally accepted accounting procedures and regulations. Audit will be conducted in accordance with generally accepted auditing standards. The city will be subject to a Single Audit again this year, due to the amount of federal grant funds we have received.

Proposed Professional Fee for Audit will not exceed $29,500.
Proposed Professional Fee estimate for Single Audit is $6,500 to $6,750.
Proposed Professional Fee for Landfill Calculations is $1,000.

EXHIBITS:
1. Audit Engagement Letter Sallisaw
2. AUP EL -Sallisaw

KEY ISSUES:

- Required audit must be completed and filed within six months of the close of the fiscal year.
- Auditor will look at items such as customer accounts, revenues received, cash disbursements, check reconciliations, debt reconciliations, general ledger journal entries, and fixed asset inventory, Auditor will review agendas, minutes, and polices, as well as inspect any bid documents issued during the fiscal year.
- Auditor will report on internal control related to the financial statements and compliance with provisions of applicable laws, regulations, contracts, and grants.
- Auditor will report on grant programs, as required by OMG Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.

FUNDING SOURCE: General Fund 010-801-55507

RECOMMENDATION: Approval of audit engagement letters allowing Foresight Advisory & Consulting to complete Fiscal Year 2023 audit.

FORESIGHT
Advisory & Consulting

February 28, 2023

To City Council and Management of the City of Sallisaw, OK

City of Sallisaw
P.O. Box 525
Sallisaw, OK 74955-0525

We are pleased to confirm our understanding of the services we are to provide City of Sallisaw, OK for the year ended June 30, 2023. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of City of Sallisaw, OK as of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Sallisaw, OK's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Sallisaw, OK's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis.
2) Combined or Combining Fund Financial Statements
3) Budget to Actual Schedules
4) Statements of Pension Funding Progress

We have also been engaged to report on supplementary information other than RSI that accompanies City of Sallisaw, OK's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole:

1) Schedule of expenditures of federal awards.

WWW.MYFORESIGHTCPA.COM · P: 405-875-0020 · F: 405-931-0020
3815 N Santa Fe Ave, Ste 112, OKC, OK 73118 · INFO@MYFORESIGHTCPA.COM

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to City Council of City of Sallisaw, OK. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Sallisaw, OK's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of City of Sallisaw, OK's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on City of Sallisaw, OK's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We do not anticipate providing any non-attest services as part of our engagement. In the event that we do provide some non-attest services, those non audit services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on December 31, 2023.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide twenty five copies of our reports to City of Sallisaw, OK; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Foresight Advisory & Consulting, PLLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Oklahoma State Auditor or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Foresight Advisory & Consulting, PLLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Oklahoma State Auditor. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately September 1, 2023 and to issue our reports no later than December 31, 2023. Andrew Harrelson, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed $$29,500 for the audit and between $6,500 and $6,750 for single audit (if required). Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to City of Sallisaw, OK and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Foresight Advisory & Consulting, PLLC

Foresight Advisory 7 Consulting, PLLC

RESPONSE:

This letter correctly sets forth the understanding of City of Sallisaw, OK.

Management signature: ______________________________

Title: ______________________________

Date: ______________________________

Governance signature: ______________________________

Title: ______________________________

Date: ______________________________

FORESIGHT
Advisory & Consulting

February 28, 2023

City of Sallisaw, Oklahoma
PO Box 525
Sallisaw, OK 74955

We are pleased to confirm our understanding of the terms of our engagement and the nature and limitations of the services we are to provide for City of Sallisaw, Oklahoma (the "City").

We will apply the agreed-upon procedures listed in the attached schedule that were specified and agreed to by State Department of Environmental Quality (DEQ) (specified party or specified parties) to provide financial assurance for the City as of June 30, 2023 prepared in accordance with OAC 252;515-27-82 (a) through (k). This engagement is solely to assist the City in complying with the requirements of financial assurance for closure and post closure costs of a landfill. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures performed or to be performed is solely the responsibility of those parties specified in the report and we will require an acknowledgment in writing of that responsibility. Consequently, we make no representation regarding the sufficiency of the procedures described in the attached schedule either for the purpose for which the agreed-upon procedures report has been requested or for any other purpose.

Because the agreed-upon procedures listed in the attached schedule do not constitute an examination or review, we will not express an opinion or conclusion on the financial assurance. In addition, we have no obligation to perform any procedures beyond those listed in the attached schedule.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. Our report will be addressed to the City and DEQ. If, for any reason, we are unable to complete any of the procedures, we will describe in our report any restrictions on the performance of the procedures, or not issue a report and withdraw from this engagement. You understand that the report is intended solely for the information and use of the City and DEQ, and should not be used by anyone other than these specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, we will communicate to you any known and suspected fraud and noncompliance with laws or regulations affecting the presentation of financial assurance that come to our attention. In addition, if, in connection with this engagement, matters come to our attention that contradict the presentation of financial assurance, we will disclose those matters in our report.

You are responsible for the presentation of the financial assurance and that it is in accordance with OAC 252:515-27-82 (a) through (k); and for selecting the criteria and procedures and determining that such criteria and procedures are appropriate for your purposes. You are also responsible for, and agree to provide us with, a written assertion about the presentation of financial assurance. In addition, you are responsible for providing us with (1) access to all information of which you are aware that is relevant to the performance of the agreed-upon procedures on the subject matter, (2) additional information that we may request for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence relating to performing those procedures.

We plan to begin our procedures once required documentation is obtained, unless unforeseeable problems are encountered, the engagement should be completed by December 31, 2023. At the conclusion of our engagement, we will require certain written representations in the form of a representation letter from management that, among

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3815 N Santa Fe Ave, Ste 112, OKC, OK 73118 · INFO@MYFORESIGHTCPA.COM

other things, will confirm management's responsibility for the presentation of financial assurance in accordance with OAC 252:515-27-82 (a) through (k).

Andrew Harrelson, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

We estimate that our fees for these services will be $1,000.00. You will also be billed for travel and other out-of-pocket costs such as report production, word processing, postage, etc. Additional expenses are estimated to be $0. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-or-pocket expenditures through the date of termination.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If the need for additional procedures arises, or the procedures need to be modified, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will require that they acknowledge in writing their agreement with the procedures performed or to be performed and their responsibility for the sufficiency of procedures.

Very truly yours,

Foresight Advisory & Consulting, PLLC

Foresight Advisory & Consulting, PLLC

RESPONSE:

This letter correctly sets forth the understanding of City of Sallisaw, Oklahoma

By: ______________________________

Title: ______________________________

Date: ______________________________

By: ______________________________

Title: ______________________________

Date: ______________________________

ADMINISTRATIVE REPORTS

Meeting Date:	March 13, 2023
Board:	Board of City Commissioners
Subject:	

Upcoming Events
March 9, GRDA Board meeting.
April 10, BOCC monthly meeting.
April 23-25, MESO Public Power Conference
May 5-6, Diamond Daze Downtown Festival.
May 15-16, Budget meetings with City Council.

City Manager Reports
On March 6, Sallisaw NOW sponsored a mock car crash at Sallisaw High School. The event was well attended and very interesting to watch. If you haven't watched one of these in the past, I highly recommend trying to watch one in the future.

The parks department recently installed six (6) dog waste stations at Jay Reynolds and Sequoyah walking trails.

Finance Reports
Staff will be heavily involved in the budget from the end of March up through the city council budget meetings. If you have any projects you wish us to look at, please let us know as soon as you can.

City Projects
Hwy 59 South
On March 2, Robin, Keith Miller and I met with ODOT staff in Muskogee to discuss the status of the Hwy 59 North utility relocation project. The meeting went very well and both sides are ready to proceed with the project. A few key points coming out of the meeting

- A new agreement between ODOT and SMA will not be needed. ODOT has stated they will honor any increased costs.
- On Friday we received notice to proceed with the project. All plans have finally been approved. We will soon begin the bidding and material purchase processes as we work through the final details.
- Buy American contract clauses will not be required for this project.
- We have requested an updated material list from our engineer. Once we have that, we will begin the process of quoting materials. We have made it known to ODOT that material delivery may be a concern, especially on the conductor and fiber.
- Staff is still considering completing the fiber relocation and splicing with city crews. We will discuss with our engineer about bidding this item as an alternate bid just to acquire cost estimates.

Staff has began looking at possible grants to assist in the rehabilitation of Jay Reynolds Park walking trail. Parks will also soon replace the boards in the wooden bridge and paint the railing.

Staffing
We are currently recruiting for the following positions.

- **Dispatch/Jailer-Police Dept.**
- **Equipment Operator III-Landfill**
- **Equipment Operator III-Street Department**
- **Equipment Operator II-Water & Wastewater**
- **Maintenance Technician-Parks**