

City Council

Item # 3. A. 3.

Meeting Date: 07/12/2021

Submitted For: Jessica Lyle, Edmond Electric

Submitted By: Jessica Lyle, Edmond Electric

Information**Item**

Approval of a Supplemental Appropriation for Outside the Box, vinyl wrap program; \$20,000.

Background**PROGRAM DESCRIPTION**

The Outside the Box program is offered to qualifying Edmond Electric customers to help revitalize their community by enhancing the aesthetic of their environment while also preventing graffiti. Eligible applicants may elect to participate in the program to cover utility boxes near their location with vinyl wraps.

Outside the Box has two options for eligible applicants. There are over 60 pre-approved designs to choose from, or an applicant can choose to submit a custom design for consideration. Approved designs can range from landscapes and local scenery to unique perspectives, to textures and patterns. Edmond Electric will work with each local agency to determine if the requested art is appropriate for that particular location.

Vinyl wraps will be used for the program because they follow utility industry best practices. Vinyl has a life expectancy of five or more years and comes with a paint-repelling laminate which will further reduce the effects of any graffiti.

Outside the Box is open to business associations, individual businesses, commercial property owners and managers, homeowners' associations (for transformer boxes in common areas only), public agencies and community arts councils and commissions.

Time Frame

Upon approval.

Issue

The Outside the Box program receives funds from Edmond Electric customers who choose to participate in the City program to wrap utility boxes near their locations. This request is to budget anticipated receipts and expenditures for FY 21-22.

Recommendations

Staff recommends approval

Action Needed

City Council approval

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$20,000

Budgeted

Item Y/N or N

N/A:

Account:

Account:

TO: 123005 - 7846 AIPP Out of the Box Revenues \$20,000

TO: 123005 - 8377 AIPP Out of the Box Printing Costs \$20,000

Attachments

No file(s) attached.

City Council

Item # 3. A. 4.

Meeting Date: 07/12/2021

Submitted For: Kathy Panas, Finance

Submitted By: Kathy Panas, Finance

Information**Item**

Approval of Supplemental Appropriation for additional lodging tax received from Edmond hotel/motel businesses due to the Oklahoma Tax Commission collection of lodging tax beginning with July 2021 sales; \$12,000.

Background

Historically, the Edmond City Clerk's office has collected monthly lodging tax from lodging facilities in Edmond. If the lodging tax reporting forms were submitted timely, the facility would receive a 2% discount of tax. Revenues were recorded net of the discount.

Beginning with July 2021 sales, the Oklahoma Tax Commission (OTC) will begin collecting total lodging tax from Edmond lodging facilities. The OTC does not offer a discount. The Edmond City Council previously agreed to continue to offer this 2% discount to legacy lodging facilities in exchange for a room count report to aid the City and the EEDA in gathering lodging trend statistics.

This supplemental appropriation is to budget for the additional (gross) amount of tax expected to be collected and the related rebate back to the lodging facilities.

Time Frame

Upon approval

Issue

To budget for the gross amount of lodging tax to be collected by the OTC and the related rebate back to Edmond lodging facilities that file a timely room count report with the City.

Recommendations

Staff recommends approval

Action Needed

City Council approval

Public Notification

Posted City Council Agenda

Fiscal Impact

Funding/Cost: \$12,000.00

Budgeted

Item Y/N or N

N/A:

Account:

Accounts:

To: 130093-7102 Hotel/Motel Tax \$12,000.00

To: 130093-8375 Hotel Rebates \$12,000.00

Attachments

No file(s) attached.

City Council

Item # 5. A. 6.

Meeting Date: 07/12/2021

Submitted For: Kathy Panas

Submitted By: Steve Commons, City Manager's Office

Information**Item**

Approval of Supplemental Appropriation for the EPWA Economic Development Fund in an amount to reflect the incentive payment potential of \$454,640.

Background

Items also on this agenda reflect the payment of two economic development incentive projects: 1) Functional Space License Agreement and 2) Sales Tax Incentive for Showbiz Cinema. Those items total \$454,640. As noted in the agenda items, these amounts will only be paid if the revenue is collected as per the performance agreements. When preparing the FY 21-22 budget an oversight was made in not budgeting enough funds for these incentive payments. The transfers into the EPWA Economic Development Fund on the revenue side were budgeted at \$350,000. They should have been \$454,640. On the expense side the Contract Services were budgeted at \$135,533 and should have been \$454,640.

Time Frame

Changes will occur immediately upon City Council approval.

Issue

These expenditures have been established in previously approved development agreements and the budget needs to be adjusted to reflect these correct amounts.

Recommendations

Approval of Supplemental Appropriation.

Action Needed

Approval of Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$319,107

Budgeted

Item Y/N or N

N/A:

Account:

From: General Fund Reserves \$104,640

From: EPWA Economic Development Reserves \$214,467.

To: General Fund Transfer Out 001001-8836 \$104,640

To: EPWA Economic Development Transfer In 569039-7900 \$104,640

To: EPWA Economic Development Contract Services 569039-8361 \$319,107.

Attachments

SA-MN

City Council

Item # 3. A. 2.

Meeting Date: 07/12/2021

Submitted For: Jim Mills

Submitted By: Jim Mills, Risk Management

Information

Item

Approval of Supplemental Appropriation for Risk Management - A transfer of funds from Risk Management Reserves to the Liability/Tort Fund to cover higher than expected Insurance premiums in the amount of \$130,000.

Background

Risk Management has incurred expenses higher than budgeted for 2021-2022 insurance premiums. Supplemental funding is needed to reimburse the City's Insurance Broker for all policies obtained this fiscal year. An additional \$130,000.00 is needed to cover these costs.

Time Frame

Immediate upon approval.

Issue

Risk Management incurred premiums for policies that were much higher than anticipated when the budget was prepared. The City had an increase on all policies obtained this year and had a larger than expected increase on the Law Enforcement Liability and Cyber Liability policies.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve Supplemental Appropriation.

Public Notification

Posted City Council Agenda.

Fiscal Impact

Funding/Cost: \$130,000.00

Budgeted

Item Y/N or N

N/A:

Account:

From: Risk Management Reserves

To: 611020-8303 Insurance & Bonds \$130,000.00

Attachments

No file(s) attached.

SA-MN

City Council

Item # 4. A. 1.

Meeting Date: 07/26/2021

Submitted For: Andrew Conyers

Submitted By: Andrew
Conyers,
City
Manager's
Office

Information

Item

Supplemental Appropriation for the Ice House Project; \$243,000.

Background

In May 2020 City Council entered into a development agreement with the developer of the Ice House Project. In that agreement the City agreed to spend up to \$700,000 to fund a public parking lot and to make alley improvements. At the 10/26/2020 City Council meeting a contract was awarded to A-Tech Paving in the amount of \$564,211.70 for the work. The bulk of the work has been completed, but staff neglected to budget money in FY 22 (this year's budget) to close out this project. In addition to the A-Tech work there has been additional, minor curb work that has been identified that needs to be completed that was not included in the original scope.

Approving this transfer will result in the potential project cost being \$600,000 which is \$100,000 less than the number identified in the development agreement.

Time Frame

Immediate upon approval.

Issue

Move money from reserves to cover the cost of work associated with the Ice House Project.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted agenda.

Fiscal Impact

Funding/Cost: \$243,000

Budgeted Item Y/N or N/A: N

Account:

From: EE Economic Development Fund Reserves - \$243,000

To: 124006-8555 EE Economic Development Fund - Downtown Development - \$243,000

Attachments

No file(s) attached.

City Council

Item # 4. A. 2.

Meeting Date: 07/26/2021

Submitted For: Jerry Cullum

Submitted By: Jerry Cullum,
Public Works

Information

Item

Approval of Transfer of Appropriations to replace and update Energy Management control system; \$65,550.

Background

Due to the failure rates of the controls that are currently in City Buildings which has been installed previously a need to replace with updated controls is needed. Staff is requesting a transfer of funds from 8314 - Maintenance / Repairs Building and Land to 8405 - Building and Improvements to allow for the updating these building's Energy Management systems.

Time Frame

Immediate upon approval.

Issue

Approval of Transfer to fund Energy Management Upgrades cost.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve

Public Notification

Post Agenda

Fiscal Impact

Funding/Cost: \$65,500

Budgeted Item Y/N or N/A: Y

Account:

From: 652057-8314 Facility - Maint/Repairs Building

To: 652057-8405 - Facility - Building Imprv.

City Council

Meeting Date: 07/26/2021

Submitted For: Dean Sherrick

SA-MN

Item # 4. A. 3.

Submitted By: Dean
Sherrick,
Edmond
Electric

Information

Item

Approval for Transfer of Funds in the Edmond Electric Fleet Management Budget; \$225,000.

Background

Currently, Edmond Electric cash funds its vehicle and machinery purchases. Money is originally budgeted in Electric's 562032-8807, Transfers-Fleet Management account. This is then transferred to the Fleet Management budget 653032-7900 revenue account. These funds are then expended from the Fleet Management's 653032-8414, Motor Vehicle account or the 8413 Machinery and Tools account, as appropriate for the units purchased. During the budget process, Edmond Electric transferred \$480,000 from the Electric 8807 account budget to Fleet Management's 7900 for the replacement of two (2) pickup trucks, one (1) small aerial device, and an underground wire puller. However, during the budget process, the capital outlay to Fleet Management's 8414, Motor Vehicles and 8413, Machinery and Tools was not budgeted correctly. Inadvertently, only \$255,000 was moved to the 8413 account and no funds were moved to the 8414 account.

This action would move \$55,000 from the 8413, Machinery and Tools account to the 8414, Motor Vehicles account as well as moving \$225,000 from the Fleet Management 653032-7900 revenue account to 8414, Motor Vehicles. This will correctly place \$200,000 in Fleet Management Machinery and Tools and \$280,000 in Fleet Management Motor Vehicles.

Time Frame

Upon approval.

Issue

This transfer is necessary to start the purchase process scheduled for our current fiscal year.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve transfer of funds.

Public Notification

N/A

Fiscal Impact

Funding/Cost: \$225,000.00

Budgeted Item Y/N or N/A: Y

Account:

From: 653032-8413 Machinery and Tools \$55,000.00

To: 653032-8414 Motor Vehicles \$55,000.00

To: 653032-8414 Motor Vehicles \$225,000.00

Attachments

No file(s) attached.

City Council

Item # 5. A. 1.

Meeting Date: 08/09/2021

Submitted For: Kris Neifing

Submitted By: Kris Neifing, Water Resources

Information

Item

Acceptance of Proposal and Approval of Agreement (including extended warranty renewal options) with SKC Communications for the Water Treatment Plant Admin Building Audiovisual System; \$263,315.02.

Background

A Request for Proposal to furnish and install an Audiovisual System for the new Administration building was sent out and four proposals were received. SKC Communications was the lowest priced proposal and met all requirements of the RFP.

The Audiovisual system will be used for various rooms in the new Administration Building. Extended warranty is for four years beginning at the completion of the original contract warranty period.

Time Frame

Immediate upon approval.

Issue

Approval is needed for us to move forward with construction on the new Administration Building.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted agenda.

Fiscal Impact

Funding/Cost: \$263,315.02

Budgeted

Item Y/N or Y

N/A:

Account:

563332-8417

Water Plant -Audio/Visual Equipment

Attachments

No file(s) attached.

City Council**Item # 5. A. 2.****Meeting Date:** 08/23/2021**Submitted For:** Jerry Cullum**Submitted By:** Jerry Cullum,
Public Works

Information**Item**

Approval of Transfer of Appropriations to replace windows at Mobile Meals/UR Special and replace shoebox lighting in the Cross Timbers' Operations area; \$46,000.

Background

Windows at the Mobile Meals/UR Special are the original windows and have become inadequate in controlling humidity, summer heat and winter cold from infiltrating the building. In addition, we would like to continue replacing the original 400 watt shoebox lights located in the Operations yard area with 177 watt LED fixtures. The Led fixtures will not only save in energy cost, but will also be beneficial in security and safety.

Time Frame

Immediate upon approval.

Issue

Approval of transfer of funds from 8216 and 8314 to 8405 to fund these projects.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted Edmond City Council Agenda

Fiscal Impact

Funding/Cost: \$46,000

Budgeted Item Y/N or N/A: N

Account:

From: 652057-8216 \$22,000

• 652057-8314 \$24,000

To: 652057-8405 \$46,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 4.

Meeting Date: 09/13/2021**Submitted For:** Kathy Panas**Submitted By:** Kathy Panas,
Finance

Information**Item**

Supplemental Appropriation to move funds from reserves to current year budget for Special Council Projects for FYE 6/30/22; \$100,000.

Background

\$100,000 for Special Council Projects are in reserves but were not budgeted originally in expenditures for FYE 6/30/22.

Time Frame

Upon Council approval

Issue

Funds of \$100,000 for Special Council Projects were included in the estimated Restricted Reserves for FYE 6/30/22 instead of in the original budgeted expenditures for FYE 6/30/22. This amendment moves these funds from reserves to budgeted expenditures.

Recommendations

Staff recommends approval

Action Needed

Council Approval

Public Notification

Posted Agenda

Fiscal Impact

Funding/Cost: \$100,000

Budgeted Item Y/N or N/A: N

Account:

Add budget of \$100,000 to fund Special Council Projects for FYE 6/30/22

FROM: Reserve for Council Special Projects \$100,000

TO: 001020-8365 City Council Special Program Costs \$100,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 6.

Meeting Date: 09/13/2021**Submitted For:** Kathy Panas**Submitted By:** Kathy Panas,
Finance**Information****Item**

Supplemental Appropriation from our 2000 Capital Improvement Sales Tax Fund Reserves to accommodate additional needs for the Kickingbird Golf Course renovation. This is to accommodate anticipated change orders and additional work required on the course (i.e. additional improvements to greens). \$1,500,000.

Background

Improvements to the Kickingbird Golf Course are underway. Original estimates to complete the updated complex have been amended to include anticipated change orders due to increased pricing as a result of the ongoing COVID pandemic and additional repairs needed to existing greens.

Known change order: Greens Design and Renovation	Change order: \$207,105
Updates to Clubhouse and Greens Design and Renovation	\$977,434
Anticipated updates and change orders:	<u>\$315,461</u>
Total	\$1,500,000

Time Frame

upon approval

Issue

Additional funds are needed to accommodate anticipated change orders and other needed repairs for the Kickingbird renovation project. Originally estimated at \$17,000,000. We are requesting a transfer from reserves for an additional \$1,500,000 to cover the additional estimated costs.

Recommendations

Staff recommends approval

Action Needed

City Council approval

Public Notification

Fiscal Impact

Funding/Cost: \$1,500,000

Budgeted Item Y/N or N/A: N

Account:

FROM: 2000 Capital Impr Tax Fund Restricted Reserves \$1,500,000

TO: 338006-8566 Kickingbird Clubhouse Improvements \$1,500,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 7.

Meeting Date: 09/13/2021**Submitted For:** Kathy Panas**Submitted By:** Steve
Commons,
City
Manager's
Office**Information****Item**

Supplemental Appropriation from the 2017 Capital Improvement Sales Tax for northern access land purchase, additional landscaping work and close-out the construction costs for Edmond Center Court; \$297,565.

Background

Funds were budgeted in the previous year to cover the expenses of the land purchase and the landscaping. Only recently have we received the close-out numbers for the Edmond Public Schools on Edmond Center Court. The following other actions are on this agenda related to this supplemental such as the purchase agreement for the northern access, award contract for the additional landscaping which includes some needed drainage work and increase the purchase order with the Edmond Public Schools to close out the Edmond Center Court construction project. The following is the breakdown of the costs:

Land purchase for Northern Access	\$160,515
Additional Irrigation Work	\$92,000
Closeout of Construction of Center	<u>\$45,050</u>
Total	\$297,565

Time Frame

Effective upon City Council approval.

Issue

In the previous year, budget authority was available of \$359,208 to cover these expenditures. Since there was prior year funding authority, the unexpended funds were carried forward in the cash reserves. These expenditures are now ready to be processed and require the supplemental appropriation.

Recommendations

Approval of Supplemental Appropriation.

Action Needed

Approval of Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$297,565

Budgeted Item Y/N or N/A: N

Account:

From: Restricted Cash Reserves 2017 CIP Sales Tax Fund \$297,565

To: 340006-8554 Tennis Court Development \$297,565

Attachments

No file(s) attached.

City Council

Item # 5. A. 4.

Meeting Date: 09/13/2021

Submitted For: Kathy Panas

Submitted By: Kathy Panas, Finance

Information

Item

Supplemental Appropriation to move funds from reserves to current year budget for Special Council Projects for FYE 6/30/22; \$100,000.

Background

\$100,000 for Special Council Projects are in reserves but were not budgeted originally in expenditures for FYE 6/30/22.

Time Frame

Upon Council approval

Issue

Funds of \$100,000 for Special Council Projects were included in the estimated Restricted Reserves for FYE 6/30/22 instead of in the original budgeted expenditures for FYE 6/30/22. This amendment moves these funds from reserves to budgeted expenditures.

Recommendations

Staff recommends approval

Action Needed

Council Approval

Public Notification

Posted Agenda

Fiscal Impact

Funding/Cost: \$100,000

Budgeted

Item Y/N or N

N/A:

Account:

Add budget of \$100,000 to fund Special Council Projects for FYE 6/30/22

FROM: Reserve for Council Special Projects \$100,000

TO: 001020-8365 City Council Special Program Costs \$100,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 1.

Meeting Date: 09/27/2021

Submitted For: Christy Batterson

Submitted By: Christy
Batterson,
Planning/Zoning

Information

Item

Consideration of Approval of Supplemental Appropriation to accommodate receiving funding from Oklahoma Department of Commerce/Community Development (ODCC) in CDBG-CV funds in the amount of \$554,000.

Background

On July 26, 2021, the City Council passed Resolution 19-21. This resolution enabled the City of Edmond to participate in seeking out funding through the second round of the CDBG-CV funding through the Oklahoma Department of Commerce/Community Development (ODCC). The City of Edmond was awarded the additional funding through the ODCC program on September 1, 2021. The City of Edmond will focusing \$554,000 of the \$1,009,648 award on three programs: Nutrition Assistance, Rental Assistance and Mental Health Assistance.

1. Edmond Mobile Meals, Inc. \$52,000 (Kitchen Equipment for kitchen expansion)
2. Hope Center of Edmond, \$302,000 (Rental Assistance Programs)
3. Edmond Public School Foundation \$200,000 (Educational and Mental Health

Programs)

Time Frame

Upon Approval

Issue

Additional funds are needed to accommodate receiving award from Oklahoma Department of Commerce Community Development Program. We are requesting a transfer for an additional \$554,000 to cover the award.

Recommendations

Staff Recommends Approval

Action Needed

City Council Approval

Public Notification

Posted City Council Agenda

Fiscal Impact

Funding/Cost: \$554,000

Budgeted Item Y/N or N/A: y

Account: FROM : Reserves

CDBG: 112040-8447 - \$554,000 Public Services Grant Spending

Attachments

No file(s) attached.

City Council

Item # 7. A. 1.

Meeting Date: 09/27/2021

Submitted For: Andrew Conyers

Submitted By: Andrew Conyers, City Manager's Office

Information

Item

Consideration of Approval of Transfer of Supplemental Appropriation from Water Resources and Wastewater to General Fund Capital Improvements for Downtown Infrastructure Improvements; \$4,626,643.19.

Background

This request pertains to an accompanying item on the agenda, accepting the bid for \$4,626,643.19 for Downtown Infrastructure Improvements. A full explanation of that project can be found in that particular agenda item.

In order to accept the bid it is necessary to transfer money from Water Resources and Wastewater to the General Fund Capital Improvements account because of the way in which the project was bid. The project was bid as tax exempt which means that a utility fund (EPWA) cannot be the accepting fund. The full amount of this project will eventually be paid back to the appropriate fund by money generated through TIF increment, but that will be several years before sufficient increment (money) is generated in order to do that. To keep the momentum in downtown going staff believes it is prudent to utilize other funds to front the cost of improvements. Projects such as this, infrastructure improvements, were the exact reason the TIF was created. The city's investment in infrastructure upgrades will help spur downtown development

Time Frame

Transfer will occur immediately after approval.

Issue

Transfer money from Water Resources and Wastewater to General Fund CIP to fund downtown infrastructure improvements.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted Agenda.

Fiscal Impact

Funding/Cost: \$4,626,643.19

Budgeted

Item Y/N or N

N/A:

Account:

From: \$3,998,325.11 563332 - 8409 (Water Resources - Waterworks Construction)

From: \$628,318.08 565352 - 8408 (Wastewater - Sanitary Sewer Construction)

To: \$4,626,643.19 331001 - 8404 (General Fund - Capital Improvements)

Attachments

No file(s) attached.

City Council

Item # 7. A. 2.

Meeting Date: 10/25/2021

Submitted For: Glenn Fisher

Submitted By: Glenn
Fisher,
Edmond
Electric

Information

Item

Approval of Supplemental Appropriation from Electric reserves for real estate purchase; \$7,550,000.

Background

In executive session at the September 27, 2021 City Council meeting, Council authorized staff to submit a sealed bid for the Francis Tuttle building located at 2824 Progressive Drive. Staff submitted a sealed bid of \$7,500,000. On October 5, bids were opened by Francis Tuttle and the bid awarded to the City. This transfer from Electric reserves covers the purchase price and anticipated closing costs for the property.

Time Frame

Immediate upon Council approval

Issue

After completion of their new campus, Francis Tuttle put their building at 2824 Progressive Drive up for sale through sealed bids. City staff toured the building and recommended a bid be placed on the property. This building will be used to house City staff and reduce the needed footprint for the future downtown City complex. This transfer from Electric reserves covers the purchase price and anticipated closing costs for the property.

Recommendations

Staff recommends approval

Action Needed

City Council approval

Public Notification

Posted agenda

Fiscal Impact

Funding/Cost: \$7,550,000

Budgeted Item Y/N or N/A: N

Account:

From: unrestricted Electric reserves

To: 562032-8405 Buildings

Amount: \$7,550,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 3.

Meeting Date: 10/25/2021**Submitted For:** Larry Stevens, City Manager's Office**Submitted By:** Vicki Martin, City Manager's Office

Information**Item**

Discussion and Consideration of recommendation to City Council for supplemental appropriation of \$180,000 to be matched with \$470,000 in private donations for the commission of a Paul Moore signature sculpture of 5 horses and a colt, the sculpture being 22 feet long and 7 feet tall more or less, to be placed near corner at 2nd Street and Coltrane.

Background

Edmond Visual Arts Commission (EVAC) recommends City Council approve a supplemental appropriation in support of the new Sculpture Park having a monumental Paul Moore signature sculpture of 5 horses and a colt approximately 22 ft long 7ft to be placed near the northwest corner of 2nd Street and Coltrane. The request is for \$180,000 allocation that will be matched by \$470,000 in private funds for a total purchase price of \$650,000.

The City of Edmond has supported the Art in Public Places program for twenty years. The Public Art program is funded in part by private donations that are matched by the City of Edmond up to a maximum of \$30,000 per piece. Private donor support and interest in our Public Art has steadily increased in recent years. Since inception, the City has placed art pieces costing over \$6 million and valued at over \$9 million. These pieces were funded in part by our partner matching program. Private donors contributed 55% with the City matching 45% of \$4.8 million of our total art inventory. The remaining \$1.2 million of our inventory was funded by our CIP program which funds Public Art by integrating an appropriate display of art for each major city construction project.

This request for a supplemental \$180,000 is in addition to our normal support of the Art in Public Places program. With the generous private support and commitment to develop a designated Art Park at 2nd and Coltrane, this piece is a signature sculpture that will serve as the cornerstone of the park. At a cost of \$650,000, this piece will be funded 72% by private donations and is a unique opportunity for the City to partner on a piece of this magnitude.

Time Frame

October 25, 2021.

Issue

Council approval of supplemental appropriation for a major art piece.

Recommendations

Approval

Action Needed

Council Approval.

Public Notification

Agenda

Fiscal Impact

Funding/Cost: \$180,000

Budgeted Item Y/N or N/A: N

Account:

FROM: General Fund Reserves \$180,000

TO: 001004-8808 GF-Parks & Recreation Rev/Trsf-Transfers Art in Public Places
\$180,000

TO: 123004-7900 Art in Public Places- Transfers \$180,000

TO: 123004-8434 Art in Public Places-Art Capital Outlay \$180,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 4.

Meeting Date: 10/25/2021

Submitted For: JD Younger

Submitted By: Larry
Campbell,
Police

Information

Item

Approval of Supplemental Appropriation for the Police Public Safety Limited Tax Fund (PPSLTF) for the OHSO Grant - Motorcycle Safety Program; \$33,500.

Background

The Edmond Police Department was approved for a grant from the Oklahoma Highway Safety Office (Grant #SMTC-22-01-03-24) in the amount of \$33,500 for the period of October 1, 2021 through September 30, 2022. The purpose of this grant is to allow the Department to continue implementing a 2 phase Motorcycle Safety Program, including: 1) a Motorcycle Awareness Program that will provide public awareness, public service announcements and other outreach programs to enhance driver awareness of motorcyclists, such as the "Share the Road" safety messages developed and using Share-the Road model language; and 2) the expansion and delivery of a Motorcyclist Safety Curricula for the purpose of educating motorcycle riders in the safe operation of motorcycles. This is the thirteenth year for Edmond's program and will include instruction in the area of sport bikes and cruiser bikes. Funds are provided for overtime, equipment, promotional items, travel, training and maintenance expenses. The Oklahoma Highway Safety Office has awarded this grant on an expenditure driven basis therefore this supplemental is needed to fund the expenses until they are reimbursed.

Time Frame

October 1, 2021 through September 30, 2022.

Issue

Supplemental appropriation is needed to fund overtime, equipment, promotional items, travel, training and maintenance expenses which will be reimbursed by a grant from the Oklahoma Highway Safety Office.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve supplemental appropriation request.

Public Notification

Posted Edmond City Council Agenda.

Fiscal Impact

Funding/Cost: \$33,500

Budgeted Item Y/N or N/A: N

Account:

From: Federal Public Safety Grants - 122041-7421 - \$33,500

To: Police—Uniform-Overtime - 122042-8104 - \$24,300

To: Police—Uniform Division-MSP Supplies - 122042-8253 - \$2,500

To: Police—Uniform Division-MSP Services - 122042-8370 - \$6,700

Total \$33,500

Attachments

SMTC-22-01-03-24 Grant Award

City Council

Item # 7. A. 3.

Meeting Date: 10/25/2021

Submitted For: Glenn Fisher

Submitted By: Glenn
Fisher,
Edmond
Electric

Information

Item

Approval of Supplemental Appropriation from Electric reserves for land purchase; \$202,500.

Background

As part of the Water Master Plan Project, land is being purchased from the Thompson Family Revocable Trust and Winfield J. Smith Irrevocable Trust for additional water wells. Edmond Electric and Water Resources have agreed to split the purchase cost of \$400,000 plus closing cost of approximately \$5,000. This site has direct access to the OG&E electric transmission grid and would be used for a future electric substation. This transfer would cover Edmond Electric's share of the purchase price.

Time Frame

Immediate on approval

Issue

Provides site for future electric substation.

Recommendations

Staff recommends approval

Action Needed

City Council approval

Public Notification

Posted agenda

Fiscal Impact

Funding/Cost:

\$202,500

Budgeted Item Y/N or N/A: N

Account:

From: Unrestricted Electric Reserves

To: 8403 Land Purchase

Amount \$202,500

Attachments

No file(s) attached.

City Council**Item # 4. A. 4.****Meeting Date:** 11/08/2021**Submitted For:** Larry Stevens, City Manager's Office**Submitted By:** Vicki Martin, City Manager's Office

Information**Item**

Consideration of Approval of Supplemental Appropriation to accommodate receiving a private donation of \$470,000 for the commission of a Paul Moore signature sculpture of 5 horses and a colt, the sculpture being 22 feet long and 7 feet tall more or less, to be placed near corner at 2nd Street and Coltrane.

Background

On October 25, 2021, City Council approved a supplemental appropriation for a sculpture in the amount of \$180,000 in addition to the normal support of the Art in Public Places program. With the generous private support and commitment to develop a designated Art Park at 2nd and Coltrane, this piece is a signature sculpture that will serve as the cornerstone of the park. At a cost of \$650,000, this piece is funded 72% by private donations totaling \$470,000. The private donation has now been received. This is not asking for more funds; it simply allows for the accommodation of the donation and with approval the staff will facilitate the purchase contract.

Time Frame

Upon Approval

Issue

Council approval required to accommodate the donations received for a major art piece.

Recommendations

Approval

Action Needed

Council Approval.

Public Notification

Agenda

Fiscal Impact

Funding/Cost: \$470,000

Budgeted Item Y/N or N/A: N

Account:

TO: 123004-7808 Donations \$470,000

TO: 123004-8434 Art in Public Places-Art Capital Outlay \$470,000

Attachments

No file(s) attached.

City Council**Item # 4. A. 5.****Meeting Date:** 11/08/2021**Submitted For:** Jerry Cullum**Submitted By:** Jerry Cullum,
Public Works

Information

Item

Approval of Transfer of Appropriations to fund Change Orders #1 for the MAC and Senior Center Retrofit HVAC Instruments and controls Project – Engineered Systems and Energy Solutions; \$5,500.

Background

The originally installed HVAC wiring and instrumentation did not include some major communication items: 1) ALCs G5CE (1) Discovered no communication wiring exists between the two areas. Adding device to complete connection to the WebCTRL front end. 2) Blue Ridge Lighting Panels (2) provide and replace existing light panels to assure control of lighting. 3) Discharge air sensors (14) provide and install discharge air sensors to assure proper calibration and readings. (Currently type three that only have a 72-82 degree range. 4) Install communication network for BACnet devices over a high speed ARC156 network. 5) Installation shall be plenum rated cable ran open in concealed space. All wiring in open areas shall be in conduit.

Time Frame

Immediate Upon Approval

Issue

ES2 informed us that several items from the original installation were inadequate to have proper control of lighting and HVAC equipment in the buildings.

Recommendations

Staff Recommends Approval

Action Needed

Motion to Approve

Public Notification

Posted City Council Agenda

Fiscal Impact

Funding/Cost: \$5,500

Budgeted Item Y/N or N/A: Y

Account:

From: Maintenance Repairs Bldg.&Land 652057-8314 \$5,500

To: Building&Improvements 652057-8405 \$5,500

Attachments

No file(s) attached.

City Council

Item # 5. A. 1.

Meeting Date: 11/22/2021

Submitted For: Kathy Panas

Submitted By: Madison Camp, Finance

Information

Item

Approval of the FY 20-21 Year End Budget Transfers of Appropriations to balance the departmental budget categories for governmental fund types.

Background

Each year-end, final budget amendments are routinely requested to balance departmental budget categories for governmental fund types, usually as a result of final year-end entries and accruals necessary per generally accepted accounting principles.

This additional amendment is requested to finalize balancing after initiating final year-end post-close entries.

Time Frame

Upon approval

Issue

Over-expended appropriations at the legal level of control established at the category level of expenditures by Council for 2021 violates provisions of the Municipal Budget Act of 1979 and is reported in the annual audit. The requested transfer of appropriations will correct the reportable condition.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve Transfer of Appropriations request.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: 17,902.00

Budgeted

Item Y/N or y

N/A:

Account:

FROM: 2000 CIP Reserves \$17,902.00

TO: 2000 CIP Arbitrage Interest Expense 338001-8703 \$13,043.00

TO: 2000 CIP Misc Services & Charges 338006-8399 \$ 4,859.00

Attachments

SA-MN

City Council

Item # 5. A. 2.

Meeting Date: 11/22/2021

Submitted For: Andrew Conyers

Submitted By: Andrew Conyers, City Manager's
Office

Information**Item**

Discussion and Consideration of Supplemental Appropriation for construction of Phase III of the Intelligent Traffic System (ITS); \$2,200,000.

Background

This item would move money from reserves to the 2000 CIP fund to cover the additional expense for construction of Phase III of ITS. The background for why the additional money is needed is covered in another agenda item later in this meeting.

Time Frame

Additional money is needed in order for ODOT to accept the bid at their December 1st meeting.

Issue

Additional money is needed due to the lowest and best bid being over the estimate.

Recommendations

The Capital Improvement Advisory Board recommended approval at their November 16th meeting.

Action Needed

Motion to approve.

Public Notification

Posted agenda.

Fiscal Impact

Funding/Cost: \$2,200,000

Budgeted

Item Y/N or N

N/A:

Account:

From: 2000 CIP Reserves

To: 2000 CIP - Intelligent Traffic System (338007 - 8534)

Attachments

No file(s) attached.

City Council

Item # 7. A. 1.

Meeting Date: 11/22/2021

Submitted For: Kathy Panas

Submitted By: Kathy Panas, Finance

Information

Item

Approval of Supplemental Appropriation to provide funds for closing on the purchase of 22 acres of land adjacent to and south of Hafer Park. Funds will be borrowed from our Water Resources reserves to meet the City's obligation to close on the property prior to collection of the voter-approved 0.25% temporary sales tax that will be committed to cover the cost of the purchase. Purchase price of \$3,998,000 plus approximately \$20,000 closing costs. The principal amount of \$3,998,000 plus all closing costs and plus interest will be repaid to Water Resources from the temporary sales tax as the tax is collected.

Background

On Tuesday, October 12, 2021, Edmond voters passed a temporary 0.25% sales tax to purchase 22 acres of land adjacent to and south of Hafer Park. This sales tax will be collected over the period of January 1, 2022 through December 31, 2022. The City must close on the property by the end of December 2021. Funds are needed for closing prior to collection of any sales tax to cover the cost.

Time Frame

Upon approval

Issue

The City is obligated to close on the purchase of 22 acres of land adjacent to and south of Hafer Park by the end of December, 2021. This purchase will be funded by a 0.25% temporary sales tax that will be collected over the period of January 1, 2022 through December 31, 2021. Consequently, it is necessary to locate funds to comply with the closing date prior to collection of the tax. The City will utilize reserve funds from Water Resources to cover the cost of closing. The purchase price is \$3,998,000 plus applicable closing costs. The total cost of closing will be borrowed from Water Resources and paid back as the tax is collected. The total cost repaid to Water Resources will include interest at a rate that is comparable to what could be earned on the open market for such loans.

Recommendations

At their November 17th meeting the Finance Committee recommended approval, but with the caveat that the interest earned should be consistent with what the City earns on its pooled investments.

Action Needed

City Council approval

Public Notification

Posted City Council agenda

Fiscal Impact

Funding/Cost: \$3.998M+int + close

Budgeted N

Item Y/N or

N/A:

Account:

FROM: 563332 Water Trmt Plant Reserves \$3,998,000 + approximately \$20,000 closing costs + interest

TO: 563332-8405 Land Purchases \$3,998,000 + closing costs + interest

Attachments

No file(s) attached.

City Council

Item # 8. A. 4.

Meeting Date: 12/13/2021

Submitted For: Andrew Conyers

Submitted By: Andrew Conyers, City Manager's Office

Information

Item

Discussion and Consideration of transferring \$1,900,000 from the 2000 Capital Improvement Projects fund to the Water and Wastewater funds for reimbursement for the Downtown Edmond Infrastructure Improvements Project.

Background

At the September 27, 2021 Edmond City Council meeting a contract for \$4,626,643.19 was awarded for various infrastructure related improvements in downtown (map on next page). The full cost of the project was funded by utilizing money in the Water and Wastewater funds. At the time of award, the agenda item explained that it was staff's recommendation to repay \$1.9M from the 2000 CIP fund, but prior to that occurring staff wanted to discuss with the Capital Improvements Advisory Board (CIP Board). At their November meeting, the CIP Board discussed and recommended approval of this transfer.

At the November 16, 2021 Edmond City Council meeting an item was approved that discussed information related to this item, but staff wanted to make sure it was clear how much money was being transferred and between what funds. Also included in that approved item was to transfer money to Edmond Electric from the 2000 CIP Fund over 2 years rather than the 1 year in the adopted budget for FY 21-22. As a reminder, Edmond Electric fronted \$8.16M for the recently completed Covell widening project with the agreement that the 2000 CIP would pay them back. Having this take place over two fiscal years instead of one does not increase the budget in the current fiscal year.

It's important to point out that these infrastructure improvements are taking place in the newly created Downtown TIF area and the full cost of this project (\$4.6M) will be repaid over the life of the 20-year TIF.

Time Frame

Transfer to occur upon approval.

Issue

Repay Water & Wastewater a portion of the cost for the Downtown Edmond Infrastructure Improvements Project.

Recommendations

At their November 2021 meeting, The Capital Improvement Advisory Board recommended approval.

Action Needed

Motion to approve.

Public Notification

Posted Agenda.

Fiscal Impact

Funding/Cost: \$1,900,000

Budgeted

Item Y/N or Y

N/A:

Account:

From: 338001-8840 2000 CIP Transfer Out -EE Debt \$1,900,000.

To: 338001-8842 2000 CIP Transfer Out - Water \$1,900,000.

To: 563332 - 7918 Water Resources - Transfer In Water \$1,634,000

To: 565352 - 7919 Wastewater - Transfer In- WW \$ 266,000

Attachments

Downtown Infrastructure

City Council

Item # 4. A. 12.

Meeting Date: 01/10/2022

Submitted For: Brenda Mayer

Submitted By: Brenda Mayer, Purchasing

Information**Item**

Supplemental Appropriation to correct the funding source for consulting fees charged for annual arbitrage calculation; \$17,550.

Background

We previously paid consulting fees associated with our bond arbitrage calculations to Eide Bailly from our general finance budget. These fees are directly associated with our capital projects and should be funded from our capital projects consistent with past practice. This supplemental appropriation is needed to budget funds to cover the cost of these fees. An internal journal entry will be made to move the expenditure to the CIP fund after the supplemental is approved.

Time Frame

Upon approval

Issue

To correct the funding source for consulting fees charged for annual arbitrage calculations by budgeting funds in the proper account.

Recommendations

Motion to approve

Action Needed

Approval

Public Notification

N/A

Fiscal Impact

Funding/Cost: 17,550.

Budgeted

Item Y/N or N

N/A:

Account:

From: 338001 Reserves \$17,550

To: 338001-8319 Consulting and Professional Svcs \$17,550

Attachments

No file(s) attached.

City Council

Item # 6. A. 2.

Meeting Date: 01/24/2022

Submitted For: Andrew Conyers

Submitted By: Andrew Conyers, City Manager's
Office

Information

Item

Approval of a Supplemental Appropriation for additional costs for the 2nd Street ADA project; \$150,000.

Background

This request to move money corresponds to another item on this agenda (2nd Street ADA project). We had initially budgeted \$1.75M for the City's portion of the project. As we get further into design the portion required of the City has increased by roughly \$150,000. This project will be bid by ODOT and they require us to submit the money in full to them prior to bidding. This item would allow money to be moved from the 2000 CIP reserves to this line item in order to have the money ready to be sent to ODOT.

At this time, the estimate to construct the improvements is a little over \$4M with the ACOG/ODOT match capped at \$2.1M. It's anticipated the bids for the project will be opened in October 2022.

Time Frame

Money will be transferred upon approval of item.

Issue

Additional money is needed for the construction of the 2nd Street ADA Project.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted agenda.

Fiscal Impact

Funding/Cost: \$150,000

Budgeted

Item Y/N or N

N/A:

Account:

From: 2000 CIP Reserves \$150,000

To: 338007-8573 (2000 CIP - 2nd Street ADA Project) \$150,000

Attachments

City Council

Item # 6. A. 3.

Meeting Date: 01/24/2022

Submitted For: JD Younger

Submitted By: Larry Campbell, Police

Information

Item

Approval of Transfer of Appropriation from Computer Forensic Supplies to Furniture/Office Equipment within the Police Public Safety Limited Tax Fund (PPSLTF); \$9,000.

Background

The Police Department was approved to add a new Digital Forensic Examiner in the FY22 budget. Funds were budgeted to purchased needed equipment in the Forensic Computer Lab Supplies (122043-8262) account. The forensic computer was estimated at \$8,905 which requires a capital expenditure. Funds need to be transferred to Furniture/Office Equipment (122041-8415) to complete the purchase.

Time Frame

Upon approval.

Issue

Transfer of appropriation needed to fund purchase of forensic computer.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve transfer of appropriation request.

Public Notification

Posted Edmond City Council Agenda.

Fiscal Impact

Funding/Cost: \$9,000

Budgeted

Item Y/N or Y

N/A:

Account:

FROM: Police Public Safety Limited Tax Fund (PPSLTF) – Forensic Computer Lab Supplies 122043-8262 - \$9,000

TO: Police Public Safety Limited Tax Fund (PPSLTF) – Furniture/Office Equipment 122041-8415 - \$9,000

Attachments

No file(s) attached.

City Council

Item # 6. A. 4.

Meeting Date: 01/24/2022

Submitted For: Andrew Conyers

Submitted By: Andrew Conyers, City Manager's Office

Information

Item

Approval of Supplemental Appropriation to assist with payment for the Redbud Elementary School Zone project; \$96,241.

Background

This item relates to another item on this agenda (Redbud Elementary School Zone Project). Staff had not budgeted for this item and for the source of funds we wanted to use it as an opportunity to close out some older funds that have a little bit of money left in them.

The Roadway Improvements Fund was a temporary tax passed by voters in 1994 and it enabled \$2.5M to be spent on street construction and roadway improvement projects. The fund has \$11,819 left in it that will be utilized for this project. The 1996 Capital Improvements Tax Fund was a temporary 5-year tax passed in 1996 and it has \$64,371 left in it that will be utilized for this project. Street Improvements was one of the identified uses for this tax. The General Fund fund has a dedicated CIP portion that is used each year for projects such as these. It currently has \$20,051 in reserves of which we would use for this project. The remaining, roughly \$34,000, would be paid for with money already budgeted in the General Fund CIP.

Time Frame

Funds will be moved once Council approves.

Issue

Internal moving of money to pay for the Rosebud Elementary School Zone project.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted agenda.

Fiscal Impact

Funding/Cost: \$96,241

Budgeted

Item Y/N or N

N/A:

Account:

From: Capital Improvement Fund Reserves 331 \$20,051

From: Roadway Improvement Tax Reserves 335 \$11,819

From: 1996 Capital Improvements Tax Fund 337 \$64,371

To: Roadway Improvement Transfer Out 335007-8805 \$11,819

To: Capital Improvement Fund Transfer In 331001-7910 \$11,819

To: 1996 Capital Improvements Tax Fund 337001-8805 \$64,671

To: Capital Improvement Fund Transfer In 331001-7910 \$64,671

To: Capital Improvement Fund-Traffic Control Equipment 331007-8425 \$96,241

Attachments

No file(s) attached.

City Council

Item # 6. A. 1.

Meeting Date: 01/24/2022

Submitted For: Andrew Conyers

Submitted By: Andrew Conyers, City Manager's Office

Information

Item

Approval of a Transfer of Appropriation to pay the costs associated with the The Silos Supplemental Infrastructure Agreement; \$1,600,000.

Background

This item corresponds with another item on this agenda (The Silos Supplemental Infrastructure Agreement). In order to pay for the \$1.6M associated with this project money will have to be moved within the 2000 Capital Improvements Sales Tax (2000 CIP). In the Council adopted budget for FY 22, \$3M was budgeted for improvements to the Covell & Coltrane intersection. While the design of that project is progressing, the project will not be ready to bid in this current FY (on track for bid in FY 23) and this agenda item is proposing to use \$1.6M of that \$3M.

As a reminder and as mentioned in the corresponding agenda item, the full \$1.6M will be reimbursed to the 2000 CIP over the life of the 20 year TIF. Staff is also using this opportunity to create a separate TIF fund in anticipation of receiving the first TIF check in June 2022. We will receive one annual check and anticipate revenue generated in the early years of the TIF to be minimal. The real growth in the increment (revenue) will occur once large projects such as The Silos fully hit the property tax rolls.

Time Frame

Money will be transferred upon approval.

Issue

Moving of money within the 2000 CIP to pay for work listed in The Silos Supplemental Infrastructure Agreement.

Recommendations

The CIP Board recommended approval at their November 2021 meeting.

Action Needed

Motion to approve.

Public Notification

Posted agenda.

Fiscal Impact

Funding/Cost: \$1,600,000

Budgeted

Item Y/N or Y

N/A:

Account:

From: 338007-8569 (2000 CIP - Covell & Coltrane Intersection) \$1,600,000.00

To: 440878-8422 TIF #1 Fund Silo Construction Project-Infrastructure \$1,600,000.00

Attachments

No file(s) attached.
