

AMENDED AGENDA
BOARD OF COUNTY COMMISSIONERS
MONDAY, JUNE 17, 2024
TULSA COUNTY HEADQUARTERS BUILDING
218 W. 6TH ST., TULSA, OKLAHOMA
ROOM 132 - 9:30 AM

RECEIVED



9:22 am, Jun 14, 2024

I. CALL TO ORDER

II. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Early Settlement, Election Board, Engineers, Highways, Human Resources, Information Technology, Inspections, Parks, Social Services, Procurement, Assessor, County Clerk, Court Clerk, Sheriff, Treasurer, District Attorney, Drainage District #12, Expo Square, Juvenile Justice, OSU Extension, Presiding Judge, River Parks Authority, Tulsa Area Emergency Management Agency, Public Defender, Chief Deputies and County Commissioners

III. MINUTES

- A. Board of County Commissioner's Meeting of June 10, 2024
- B. Board of County Commissioner's Special Meeting of June 13, 2024

IV. REPORTS

- A. Elected Officials:
 - 1. Assessor - Revolving Fee for 5/2024
 - 2. Court Clerk:
 - a. Monthly for 5/2024
 - b. Records Management and Preservation Monthly for 5/2024
- B. County Department - (Election Board) - Monthly for 5/2024
- C. Annual Inventory Certifications:
 - 1. Administrative Services
 - 2. Board of County Commissioners
 - 3. Election Board
 - 4. Engineers
 - 5. Highway District #1
 - 6. Highway District #2
 - 7. Highway District #3
 - 8. Public Defender
 - 9. Sheriff

V. UNFINISHED BUSINESS

- A. Addendum - (Administrative Services) - #1 to the request to advertise for bids for Envelope & Flatbed Printers, to provide answers to vendor questions

B. Amendments

1. Assessor:

- a. #1 to the agreement with Just Appraised, Inc., CMF #20220182, the most recent renewal, CMF # 20240919, for Professional Service Fees for deed service for a single lump sum of \$1,500
- b. #1 to the agreement with Trepp, Inc., CMF# 20240012, to exercise the renewal option effective 7/1/2024 and to update the monthly rate to \$3,333.33. In addition, the scope of services will be expanded to include Trepp Advisory Services (training) for a one-time fee of \$10,000

2. Engineers:

- a. #5 to the agreement with Guy Engineering Services, Inc., for the plans to improve East 51st Street South from South 177th East Avenue to South 193rd East Avenue, CMF #241435, for a compensation increase of \$15,795 for moving a city owned sewer manhole to outside the proposed roadways curb line
 - b. #6 to the agreement with Guy Engineering Services, Inc., for the plans to improve South 193rd East Avenue roundabout, CMF #245534, for compensation increase of \$28,141 for modifications, including surveying the existing Verizon pipeline, revising medians, adding new crosswalks and pedestrian signals
3. Juvenile Bureau - #3 to the agreement with Oklahoma Commission on Children and Youth, CMF #20190357, CMF #20200805 and CMF #20210742, for the PARB coordinator to support four PARB Boards, 20 hours per week on average; at \$2,500 per month, for total \$30,000 during first renewal term
 4. Sheriff - #3 to the agreement with Turn Key Health Clinics, LLC, CMF #20221680, the most recent amendment, CMF #20231040, to update the Staffing Matrix fees and Monthly Reimbursement of Services cost to \$771,214.23

VI. ACTION ITEMS

A. Gasoline & Diesel Fuel Quotes for week ending 6/24/2024

B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs

C. Requests for Approval

1. Board of County Commissioners:

- a. District #2 grant request to the Oklahoma Cooperative Circuit Engineering District Board's Solid Waste Program, in the amount of \$20,500 for roll-off containers, chainsaw/pole saw purchases, solid waste cleanup, and storm debris cleanup throughout the district for FY 2024-2025
- b. District #3 grant request to the Oklahoma Cooperative Circuit Engineering District Board's Solid Waste Program, for \$6,000 for roll-off containers/illegal dumping, \$6,000 for solid waste cleanup, \$5,000 for storm debris cleanup, and \$3,500 for chainsaws for FY 2024-2025

2. Budget Division - Tulsa County Agency Fund Recommended for Payment:
Creditor: NACCED; Fund: 500; Item: To sponsor NACCED 49th Annual Educational Conference & Training; Purpose: To sponsor the event scheduled on September 16-19, 2024; Amount Paid: \$10,000
 3. Engineers:
 - a. Acceptance of Right-of-Way Easement from the John R. Jr. and Janet M. Crouch Revocable Living Trust (CLS-38)
 - b. Acceptance of Right-of-Way Easement from Antonio and Eugenia Perez (CLS-42)
 - c. Oklahoma Department of Transportation, (ODOT), for payment of right-of-way review appraiser services required for the 121st Street from Highway 75 to Elwood project, State Project JP 33567(04), assigned to Massey & Associates, LLC, in the amount of \$19,800
 - d. Purple Wave, Inc./Purple Wave Auction, to use our brand, logo, artwork, digital images, etc. in conjunction with the sale of surplus County equipment on an online action platform
 4. Human Resources:
 - a. of refund application to Oklahoma Employment Security Commission, (OESC). Tulsa County's quarterly MITF payment to Oklahoma Tax Commission was received and cashed by OESC. Tulsa County has an account with both of these state agencies. This refund request is to correct the mistake made by the State of Oklahoma when the payment was applied to the wrong Tulsa County account. This created an overage on our OESC tax account. We are requesting a refund from OESC for the overage, so that those funds can be applied to our OTC Multiple Injury Trust Fund account
 - b. of TCP 120, Orientation Period for New-Hire Employees, establishing policies for the initial orientation period to be completed by all new-hire employees at Tulsa County
 - c. of TCP 900, Forms Creation & Control, establishing policies for the creation and control of Tulsa County forms
 5. Parks - of acceptance of grant award in the amount of \$3,500 from the Oklahoma Arts Council via the Community Arts Experience Grant Program, for Art in the Park event
- D. Resolutions
1. Board of County Commissioners - authorizing the transfer of the balance of funds in the amount of \$3,006.50 from the Vision 2025 Capital Improvements Program, Jenks Trail System Extension Project (P4), which is now complete, to the Tulsa County Sales Tax Trust Account
 2. Treasurer - designating one or more banks in Tulsa County as an official depository for the Tulsa County Treasurer
- E. Sign Contractor's Bond Application, from Summit Locations, LLC, as principal and The Ohio Casualty Insurance Company as Surety, in the amount of \$10,000, for the period April 10, 2024 to April 10, 2025

- F. Tort Claim - TC 2024-29, Claimant: Corey and Taryn Anderson, to approve in the amount of \$1,321.53 for incident on 5/3/2024
- G. Agreements
 - 1. Assessor - Standley Systems, LLC, for the purchase of a Canon DR-G2140 USB Production Scanner, Item Number 3149C009, cost \$9,265
 - 2. Employees' Retirement System of Tulsa County - Hinkle & Company, PC for auditing services; estimated cost \$29,000
 - 3. Juvenile Bureau - Final Touch Commercial Cleaning, Inc., for professional cleaning services at 500 West Archer Street, Tulsa, OK 741013 for FY 2024-2024; cost \$16,500 per month
 - 4. Parks:
 - a. Oklahoma Heart Institute, to hold a retirement celebration at LaFortune Park from 10:00 a.m. to 3:00 p.m. on 6/29/2024; fee \$150
 - b. Sheri Murphy, to hold a family reunion at Buddy LaFortune Center from 11:00 a.m. to 6:00 p.m. on 6/6/2024; fee \$1,085
 - 5. Sheriff and Juvenile Bureau -Tulsa Area Community Intervention Center (TACIC), to provide services regarding officer contact with Tulsa County juvenile offenders and to monetarily support the continued operation of the Center
 - 6. Sheriff - US Fleet Tracking, for monthly service on GPS devices beginning for FY 2024-2025, cost \$359.55 per month
- H. Agreement Renewals
 - 1. Assessor - West Publishing Corporation, dba Thomson Reuters, for renewal of CMF #20230740 for FY 2024-2025
 - 2. Court Services - JD Young, Think Healthy Systems, for renewal of CMF #20230889 for FY 2024-2025
 - 3. Employees' Retirement System of Tulsa County:
 - a. PRISA II Fund Manager, LLC, for renewal of CMF #20230611 for FY 2024-2025
 - b. State Street Global Advisors Trust Company, for renewal of CMF #20231124 for FY 2024-2025
 - 4. Human Resources - ReliaStar Life Insurance, dba Voya Financial:
 - a. Group Accident Insurance, for renewal of CMF #20230986 for FY 2024-2025
 - b. Group Critical Illness Insurance, for renewal of CMF #20230987 for FY 2024-2025
 - c. Group Long-term Disability Insurance, for renewal of CMF #20230988 for FY 2024-2025
 - d. Group Short-term Disability Insurance, for renewal of CMF #20230989 for FY 2024-2025
 - e. Group Life and Voluntary Group Life Insurance, for renewal of CMF #20230990 for FY 2024-2025

5. IT:
 - a. Bixby Telephone Company, (BTC Broadband), for renewal of CMF #20230906 for FY 2024-2025
 - b. OneNet, a division of the Oklahoma State Regents for Higher Education, for renewal of CMF #20230103 for FY 2024-2025
6. Sheriff - Intellitech, Corp., for renewal of CMF #20230663 for FY 2024-2025
7. Treasurer - Wycom Systems, Inc., for renewal of CMF #20231298 for FY 2024-2025
- I. Inventory Resolutions
 1. Board of County Commissioners - Asset disposal: sold - Berry Hill Acres; junked - portable barn, lateral file cabinet
 2. Budget Division - Asset disposal: junked - computer equipment
 3. Court Clerk - Asset disposal: junked - time/date clocks and digital recorders
 4. Court Services - Asset disposal: junked - Halo bulletproof vests
 5. District Attorney - Asset disposal: junked - computer equipment, refrigerator and shredder; lost - furniture for Victim Services Coordinator and cubicles
 6. Sheriff - Asset disposal: junked - printer and food delivery carts
- J. Sole Source - (Sheriff) - Motorola Solutions, Inc., for Motorola service contracts, training and components
- K. Travel/Training
 1. Board of County Commissioners - for Sherry Langston, for expenses incurred, in addition to travel, expenses for training, conferences, and meetings (including, but not limited to, registration, lodging, per diem, airfare, mileage, and tolls) which are required for County business in her role as Executive Assistant, for FY 2024-2025, not to exceed \$100
 2. Human Resources - for Cheryl King to attend the Oklahoma Safety and Health Conference & Expo on 7/24-26/2024, in Norman, OK. The early bird registration of \$499 will be taken out of our FY 2024 budget. Hotel and per diem, approximately \$500, will be taken out of our FY 2025 budget; total expense \$999
 3. OSU Extension - Unplanned travel for FY 2024-2025 in the amount of \$300 for the following:
 - a. Brian Jervis
 - b. Hannah Hough
 - c. Janis Dawson
 - d. Stacey Jones
- L. Claims
- M. Blanket Purchase Orders and Emergency Purchase Orders
- N. Consideration and Approval of Construction Program Payments
 1. Vision 2025
Creditor: Program Management Group; Trust 816421-59; Item: 10,530-Vision 2025 Program Management; Purpose: Program Administration; Amount Paid: \$27,142.40

2. Vision Tulsa County

Sales Tax Funded Projects Recommended for Payment

Creditor: Program Management Group, LLC; Fund ADMIN/PJ1001; Item: Vision Tulsa County Administration; Purpose: Administration; Amt. Paid: \$10,936.60

- O. Executive Session - (District Attorney) - Requested by Douglas Wilson - Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney for the purpose of confidential communications concerning a pending claim, to-wit: *Potential claim against Berryhill Fire Protection District re AHJ jurisdiction*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
- P. Discussion and Possible Action Regarding Executive Session Item

VII. NEW BUSINESS

In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

VIII. ADJOURN