

**AGENDA OF A REGULAR MEETING  
OF THE CHAIRPERSON AND TRUSTEES  
OF THE ARDMORE PUBLIC WORKS  
AUTHORITY,  
TO BE HELD ON 09/18/2023 AT 7:00 PM  
IN THE COMMISSION CHAMBERS  
FOLLOWING  
REGULAR CITY COMMISSION MEETING**

NOTICE: "Official action can only be taken on items which appear on the agenda. The Trustees may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any item. When more information is needed to act on an item, the Trustees may refer the matter to the Manager or the Municipal Counselor. The Trustees may also refer items to standing committees of the City Commission or to a board or commission for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVE AGENDA - ORDER OF BUSINESS  
AND CONTENTS**
4. **APPROVE MINUTES**
  - 4.A. **Ardmore Public Works Authority Regular Minutes**  
of the Meeting held on September 5, 2023

Documents:

[APWA MINUTES 09-05-23.PDF](#)

5. **CONSENT AGENDA**

All items listed are considered to be routine by the Authority and will be enacted by one motion. There will be no separate discussion of these items unless a Trustee or a citizen so requests, in which

**event the item will be removed from the consent status and considered in its normal sequence on the agenda and approval or rejection of any amendments proposed and considered by the Trustees at the meeting.**

5.A. **Consent A**

Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission of the Annual Payment to Tyler Technologies, a Single Source Provider for Incode Software and Cloud Storage for the Customer Service Department, Finance Department and Ardmore Public Works Authority the Third Year of a Five Year Term Agreement in the Per Annum Amount of \$85,145.00

(Submitted by Sissy Burge, City Treasurer)

Documents:

[CONSENT A.PDF](#)

5.B. **Consent B**

Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission of a Payment to Ardmore Auto Works, Limited Liability Company for the Repairs of an Operation Pride Truck in the Total Amount of \$28,252.36

(Submitted by Sissy Burge, City Treasurer)

Documents:

[CONSENT B.PDF](#)

6. **NEW BUSINESS**

**(As defined by the Oklahoma Open Meeting Act 25 OK Statutes § 311 (A) (9) as “matters not known about or which could not have reasonably been foreseen prior to the time of posting the agenda”).**

7. **ADJOURN**

**MINUTES OF A REGULAR MEETING OF THE TRUSTEES OF THE  
ARDMORE PUBLIC WORKS AUTHORITY HELD ON  
SEPTEMBER 5, 2023 AT 7:00 PM IN THE COMMISSION CHAMBERS**

---

Present:	Sheryl Ellis	Chairman
	Nancy Sjulín	Vice-Chairman
	David Plesher	Trustee
	Kevin Boatright	Manager
	Lori Linney	Secretary
Absent:	Doug Pfau	Trustee
	John Credle, Jr.	Trustee

---

This meeting was held in compliance with the Oklahoma Open Meeting Act (OSS 25)

**1. CALL TO ORDER BY THE CHAIRPERSON**

Chairperson Ellis called the meeting to order.

**2. ROLL CALL**

The Secretary called roll. All were present except Trustee Pfau and Trustee Credle.

**3. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS**

Motion was made by Vice-Chairwomen Sjulín and seconded by Trustee Plesher to approve the agenda as written.

Ayes:	Plesher, Sjulín, Ellis
Nays:	None
Absent:	Pfau, Credle

**4. APPROVE MINUTES**

**A. of the Ardmóre Public Works Authority Regular Meeting held on August 21, 2023**

Motion was made by Vice-Chairwomen Sjulín and seconded by Trustee Plesher to approve the Regular Minutes of August 21, 2023 as written.

Ayes:	Plesher, Sjulín, Ellis
Nays:	None
Abstain:	Pfau, Credle

## 5. CONSENT

### **A. Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission to Declare a Water Distribution Department, Ingersoll Rand Air Compressor (Asset No. 006987); Ingersoll Rand Air Compressor (Asset No. 006988); and Truck Utility Bed with Top Compartment (Asset No. 007777), and a Sewer Collection Department, Verisight Pro 200 Push Camera (Asset No. 010258), and Truck Utility Bed with Top Open Compartment (Asset No. 007775) as Surplus and to be Disposed of in Accordance with City Code**

The Water Distribution Department requests to declare an Ingersoll Rand Air Compressor (Asset No. 006987); Ingersoll Rand Air Compressor (Asset No. 006988); and Truck Utility Bed with Top Compartment (Asset No. 007777); as surplus and to be disposed of in accordance with City Code. The Sewer Collection Department requests to declare a Verisight Pro 200 Push Camera (Asset No. 010258) and Truck Utility Bed with Top Open Compartment (Asset No. 007775) as surplus and to be disposed of in accordance with City Code.

Motion was made by Trustee Plesher and seconded by Vice-Chairwomen Sjulín to approve Consent Agenda Items 5.A.

Ayes:	Plesher, Sjulín, Ellis
Nays:	None
Absent:	Pfau, Credle

### **B. NEW BUSINESS**

None

### **C. ADJOURN**

Motion was made by Vice-Chairwomen Sjulín and seconded by Trustee Plesher to adjourn from this meeting.

Ayes:	Plesher, Sjulín, Ellis
Nays:	None
Absent:	Pfau, Credle

ARDMORE PUBLIC WORKS AUTHORITY

Authority Letter No. 5883  
Meeting Date: September 18, 2023

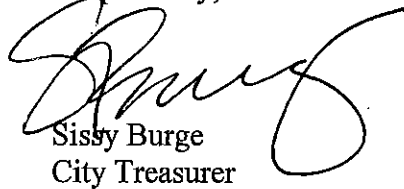
Chairman and Trustees  
Ardmore Public Works Authority

Re: Tyler Technologies Incode Payment

Dear Trustees:

The Finance Department and the Ardmore Public Works Authority's (APWA) staff respectfully request that you ratify the approval by the City of Ardmore Commission to approve the payment to Tyler Technologies for FY 23/24. The Customer Service Department budgeted \$85,145.00 in the Customer Service Budget for this expense. The current agreement provides a fixed annual cost of \$85,145.00 for the remaining two years of the contract.

Respectfully,

  
Sissy Burge  
City Treasurer

Reviewed by: \_\_\_\_\_

  
City Manager



**Remittance:**  
 Tyler Technologies, Inc.  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

# Invoice

Invoice No	Date	Page
025-434159	08/10/2023	1 of 1

**Questions:**  
 Tyler Technologies - Local Government  
 Phone: 1-800-772-2260 Press 2, then 2  
 Email: ar@tylertech.com



**Bill To:** CITY OF ARDMORE  
 ATTN: ROB NEWELL  
 23 SOUTH WASHINGTON  
 ARDMORE, OK 73401

**Ship To:** CITY OF ARDMORE  
 ATTN: ROB NEWELL  
 23 SOUTH WASHINGTON  
 ARDMORE, OK 73401

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
42108 - MAIN - MAIN	131251	2020-107281	USD	NET45	09/24/2023

Description	Extended Price
INCODE - Annual SaaS Fees - Year 4 (08/01/2023 - 07/31/2024)	85,145.00

**Milestone Details**

Description:	Contract Amount:	Percent Invoiced:	Amount Invoiced:
INCODE - System Software Non SQL- Third Party Software	4,360.00	20%	872.00
INCODE - Payroll - Electronic Time Clock Interface (Generic) - Annual SaaS Fee	4,270.00	20%	854.00
INCODE - Thrd Party Printing Interface - Annual SaaS Fee	13,390.00	20%	2,678.00
INCODE - Purchase Orders - Annual SaaS Fee	24,320.00	20%	4,864.00
INCODE - Central Cash Collection - Annual SaaS Fee	28,960.00	20%	5,792.00
INCODE - Utility CIS System - Annual SaaS Fee	63,995.00	20%	12,799.00
INCODE - Fixed Assets - Annual SaaS Fee	8,940.00	20%	1,788.00
INCODE - Core Financials - Annual SaaS Fee	59,810.00	20%	11,962.00
INCODE - Utility Handheld Meter-Reader Interface - Annual SaaS Fee	4,910.00	20%	982.00
INCODE - Citation Issuing Device Interface - Annual SaaS Fee	9,840.00	20%	1,968.00
INCODE - Human Resources Base Package - Annual SaaS Fee	82,140.00	20%	16,428.00
INCODE - Payroll-Personnel - Annual SaaS Fee	32,435.00	20%	6,487.00
INCODE - Criminal Court Case Mgt - Annual SaaS Fee	83,040.00	20%	16,608.00
Utility Payment Import - Annual SaaS Fee	2,126.00	50%	1,063.00

<p><b>**ATTENTION**</b></p> <p>Order your checks and forms from Tyler Business Forms at 877-749-2090 or tylerbusinessforms.com to guarantee 100% compliance with your software.</p>	Subtotal	85,145.00
	Sales Tax	\$0.00
	Invoice Total	85,145.00

ARDMORE PUBLIC WORKS AUTHORITY

Authority Letter No. 5884  
Meeting Date: September 18, 2023

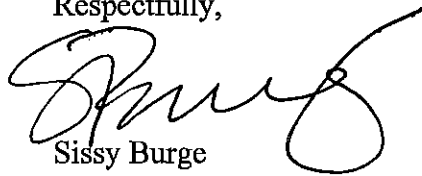
Chairman and Trustees  
Ardmore Public Works Authority

Re: Operation Pride Truck Repair Expenditure

Dear Trustees:

The Finance Department and the Ardmore Public Works Authority's (APWA) staff respectfully request that you ratify the approval by the City of Ardmore Commission to approve the payment of \$28,252.36 to Ardmore Auto Works, LLC. This payment is for repairs for an Operation Pride Truck that was recently involved in an accident.

Respectfully,



Sissy Burge  
City Treasurer

Reviewed by: \_\_\_\_\_

  
City Manager

# Invoice

23-197

**ARDMORE AUTO WORKS LLC**  
1602 MARY NIBLACK ROAD  
ARDMORE, OKLAHOMA 73401  
CONTACT NAME: LONNIE MAYS

PHONE: 580-226-5754  
CELL: 580-221-1484  
FAX: 580-226-3710

E-MAIL: ARDMOREAUTOWORKSLLC@GMAIL.COM

**BILL TO:** The City of Ardmore  
(580)221-5425

Date 8/25/2023

Vendor 226-5754

P.O.

2023 Freightliner M2

Unit No. 2023 Freightliner M2

Vin #1FVACXFE5PHUK7858

Mileage

Salesman L. Mays

Quantity	Description	Price	Amount
	repaired wreck damage to front end of truck, transmission, and motor, as per estimate  parts, labor, and material		\$20,025.74
		TOTAL	\$20,025.74

THANK YOU FROM ARDMORE AUTO WORKS!



# Invoice

23-187

## ARDMORE AUTO WORKS LLC

1602 MARY NIBLACK ROAD  
ARDMORE, OKLAHOMA 73401  
CONTACT NAME: LONNIE MAYS

PHONE: 580-226-5754

CELL: 580-221-1484

FAX: 580-226-3710

E-MAIL: ARDMOREAUTOWORKSLLC@GMAIL.COM

**BILL TO:** The City of Ardmore  
(580)221-5425

Date 8/11/2023

Vendor 226-5754

P.O.

2023 Freightliner M2

Unit No. Parts for Trash Truck

Vin #1FVACXFE5PHUK7858

Mileage

Salesman L. Mays

Quantity	Description	Price	Amount
1	rear engine housing #5339508		\$1,867.63
1	bracket #A17-21007-004		\$162.14
1	fill cap #14-17928-000		\$50.59
1	strut #A17-20970-000		\$113.83
1	restraint #17-21336-000		\$65.54
1	oil seal #DDE/A0159974		\$59.79
1	support #01-33915-000		\$225.39
1	isolator #01-35308-000		\$556.36
10	hex screw #23-13934-065	\$8.84	\$88.40
2	hex bolt #23-14283-120	\$4.75	\$9.50
2	hex bolt #23-14282-120	\$8.84	\$17.68
8	hex nut #23-14072-116	\$4.22	\$33.76
16	washer #23-09114-000	\$1.56	\$24.96
16	hex bolt #23-14068-080	\$13.74	\$219.84
1	bracket #15-27733-000		\$29.89
1	frame bracket #A15-28667-010		\$543.36
1	pivot hinge #17-22194-000		\$47.48
1	pivot hinge #17-21076-001		\$29.08
1	headlight assembly #A06-95605-000		\$298.99
1	bezel #A17-14930-000		\$89.69
1	fender quarter fender #17-13684-025		\$442.74
1	reservior #A117924-000		\$100.04
1	bumper center #A21-28177-007		\$520.36
1	bumper end #A21-2781-016		\$445.61
1	bracket mounting A220922-000		\$282.36
1	strut spring #A17-20970-001		\$187.44
1	fuel water separator #03-42746-000		\$974.61
	freight for these parts		\$739.56
TOTAL			\$8,226.62

THANK YOU FROM ARDMORE AUTO WORKS!