

# City Contract

Version 5.5 released on 7/1/25

This form should be used for all types of contracts including Agreements (excluding Grant Agreements), Contracts, CBAs, MOAs, and MOUs. In addition to requests for New Contracts, Amendments and Renewals, this form should be used for Statutory Change Orders, Quantity Adjustments, Final Payments and Permission to Continue requests.



<b>CITY COUNCIL USE ONLY</b>		<b>CITY CLERK USE ONLY</b>	
Date Received: _____	Tracking #: _____	<input type="checkbox"/> Scanned	Date: _____
Committee Date: _____	Committee: _____	<input type="checkbox"/> Posted	Item #: _____
1 <sup>st</sup> Agenda Date: _____	Hearing Date: _____		
	2 <sup>nd</sup> Agenda Date: _____		

All department items requiring Council approval must be submitted through the Mayor's Office.

## Primary Details

<b>Contract Phase</b> <input checked="" type="radio"/> <b>New Contract</b> <input type="radio"/> Renewal <input type="radio"/> Amendment <input type="radio"/> Statutory Change Order <input type="radio"/> Supplemental Documentation <input type="radio"/> Quantity Adjustment <input type="radio"/> Final Payment <input type="radio"/> Permission to Continue <input type="radio"/> IDP Formal Acceptance <input type="radio"/> Terminate/Cancel		<b>Data Sharing</b> <input type="radio"/> Yes <input type="radio"/> No <i>This contract will involve data sharing or data transfers.</i>	
<b>Board Approval</b> Tulsa Metropolitan Utility Authority	<b>Other Board Name</b> _____	<b>City Council Approval</b> <input type="radio"/> Yes <input checked="" type="radio"/> No	<b>Contract Number</b> <u>140582</u>
<b>Department</b> Development Services	<b>Contact Name</b> Michael Ling <u>MAL 4-24-26</u>	<b>Email</b> MLing@cityoftulsa.org	<b>Phone</b> 918 596 7285
<b>Vendor Name(s)</b> Walterbach Properties LLC	<b>Vendor Number</b> <u>801062</u>	<b>Description (Subject)</b> IDP 243505 - 2026 \ Rockford Townhouses <i>This should match the Munis description field but should be different from Contract Type or Subtype</i>	
<b>Contract Type</b> IDP	<b>Contract Subtype</b> IDP Developer	<b>Bid/Project Number</b> 243505 - 2026	<b>Contract Amount</b> _____
<b>Site Address</b> 1217 S Rockford Ave, Tulsa, OK 74120 <i>IDP, Real Property, or other property related contract address</i>		<b>Site Parcel No.</b> _____	

## Budget

<b>Contract Funding Type</b> <input checked="" type="radio"/> <b>No Payment Involved</b> <input type="radio"/> Revenue Contract <input type="radio"/> Expense Contract <i>Affidavit of Claimant should be attached to the contract for Expense Contracts</i>	<b>Funding Source(s)</b> _____	<b>TOTAL:</b> <i>Enter the funding source(s) using the appropriate Munis funding format: Org (Allocation Code)-Object-Amount (1001211-531401-\$10.00) or Project String-Amount (144104.AbstrTitle5413102.6001-4043122-541102-\$30,000.01)</i>
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## Approvals

<b>Department:</b> _____ <b>Legal:</b> _____ <b>Board:</b> _____ <b>Mayor:</b> _____ <b>Other:</b> _____	<b>Date:</b> <u>4-27-2026</u> <b>Date:</b> <u>4/23/26</u> <b>Date:</b> _____ <b>Date:</b> _____ <b>Date:</b> _____
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2026-CKP-0887

**Policy Statement**

**Background Information**

Attached is the Developers Contract between the City of Tulsa and Walterbach Properties LLC, to serve IDP - 243505-2026 / Rockford Townhouses located at 1217 S Rockford Ave, Tulsa, OK 74120.

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*Provide background information on the requested action.*

**Summation of the Requested Action**

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*Summarize the pertinent details of the requested action*

**Other Pertinent Details**

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*Provide any additional information that should be considered when considering approval of this contract document*

**Processing Information for City Clerk's Office**

**Post Execution Processing**

- Mail vendor copy (add'l signature copies attached)
- Must be filed with other governmental entity
- Add'l governmental entity approval(s) required

**Additional Routing and Processing Details**

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# APPLICATION FOR DEVELOPER'S CONTRACT FOR INFRASTRUCTURE DEVELOPMENT PROCESS (IDP)



Please print or type. **Incomplete applications will be rejected.**

IDP Name: Rockford Townhomes IDP/Permit Number: 243505-2026  
IDP Location: 1217 S Rockford Ave, Tulsa, OK 74120 Subdivision: Orchard Addition

Developer: Walterbach Properties LLC Type of Legal Entity:  Corporation  Partnership  LLC  Other

Address: 2930 E 51st St Suite 600 City: Tulsa State: OK Zip: 74105

Phone: 918-232-8186 Fax: \_\_\_\_\_ Email: timwalterbach@gmail.com

Developer's Construction Coordinator: Tim Walterbach

Phone: 918-232-8186 Fax: \_\_\_\_\_ Email: timwalterbach@gmail.com

## DEVELOPMENT SERVICES

175 E. 2nd St., Ste.450, Tulsa, OK 74103 | (918) 596-2514 | [IDPcoordinator@cityoftulsa.org](mailto:IDPcoordinator@cityoftulsa.org)

Contract # 140582

**DEVELOPER'S CONTRACT**

**WHEREAS,** Walterbach Properties LLC, herein called "DEVELOPER",  
(Name of Developer)

Indicate type of legal entity:

- Corporation                       Partnership  
 LLC                                       Other \_\_\_\_\_

is undertaking the construction of an infrastructure development hereafter referred to as "Project" described as:

Development Name: Rockford Townhomes Development No. 243505-2026  
(Internal Use Only)

Location of Development 1217 S Rockford Ave, Tulsa, OK 74120; and

**WITNESSETH:**

**WHEREAS,** the DEVELOPER desires to design, construct, and transfer to the CITY OF TULSA, OKLAHOMA, a Municipal Corporation, herein called "CITY", the above infrastructure development within CITY in compliance with all CITY requirements which include the types of construction listed below:

Check each block that applies:

- Sanitary Sewer System                       Water System  
 Stormwater Drainage System                       Traffic & Transportation  
 Other, Specify \_\_\_\_\_

; and

**WHEREAS,** the DEVELOPER understands he/she must obtain the required zoning, platting, Right-of-Way, and easements as required for the above development; and

**WHEREAS,** the DEVELOPER has expressed the desire to obtain CITY approval of design, inspection, and other services for the above development; and

**WHEREAS,** the DEVELOPER understands he/she must have record drawings submitted for the above development to CITY; and

**WHEREAS,** the DEVELOPER understands that he/she must allow and pay for inspections, laboratory testing, and other fees as required by CITY; and

**WHEREAS,** all costs of the subject development shall be borne by DEVELOPER, holding CITY harmless from same; and

**WHEREAS**, CITY is willing to provide design review for the above development, approve acceptable plans, provide inspection services, provide or arrange for laboratory testing, and receive record drawings.

**NOW, THEREFORE**, in consideration of the promises and covenants contained herein, the parties agree as follows:

1. The DEVELOPER shall hire an Engineer currently under annual contract with CITY to design and oversee construction through completion of the development and its formal acceptance by CITY; and
2. The DEVELOPER shall construct the water system, sanitary sewer, storm drains, streets, and all other infrastructure development as required by and in accordance with the Engineer's design and in compliance with CITY standards utilizing a construction Contractor(s) currently under annual contract with CITY; and
3. The DEVELOPER shall maintain an escrow account with CITY to pay for lab testing, inspecting, ODEQ fees, connection costs, and other fees; and
4. The DEVELOPER shall ensure that all Conditional Letters of Map Revision (CLOMR) and Letters of Map Revision (LOMR) (if required for the development) are properly completed and submitted in a timely manner through the CITY to the Federal Emergency Management Agency for approval.
5. The DEVELOPER shall remain responsible and accountable for all requirements until formal acceptance of the development by CITY. Formal acceptance by CITY shall not occur until all infrastructure construction is complete, final inspection, delivery to CITY of all the record drawings, receipt from DEVELOPER of certification that there are no liens against the development, and the issuance by the Director of Public Works of written acceptance of the development.
6. The DEVELOPER, if appropriate, shall enter into an additional Contract provision to construct oversize water mains as directed by the CITY to accommodate future development outside the area covered by this development for which the DEVELOPER will be reimbursed according to the provisions of the Contract.
7. The DEVELOPER, if appropriate, shall enter into additional Contract provisions to construct oversize sanitary sewer mains as directed by the CITY to accommodate future development outside the area covered by this development for which the DEVELOPER will be reimbursed according to the provisions of the Contract.
8. The DEVELOPER shall cause to be delivered record drawings to CITY to show the work as actually constructed before the development will be formally accepted by the CITY.
9. The DEVELOPER shall identify for CITY a construction coordinator who will serve for the duration of the development.
10. **EXCLUSIVE RIGHT OF CITY:** It is agreed that CITY is granted exclusive access to the infrastructure for operation and maintenance following substantial completion through formal acceptance of the development.

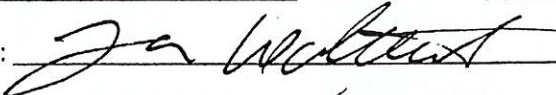
**IN TESTIMONY WHEREOF**, the parties have caused this Contract to be executed by their duly authorized officers of representatives on the dates set forth below.

The following addendums are part of this Contract (If required):  
Addendum A. Water Main Excess Capacity w/ repayment  
Addendum B. Sanitary Sewer Excess Capacity w/ repayment

DEVELOPER

Name of Firm: Walterbach Properties LLC Type of Firm LLC

By Tim Walterbach Executed on this 25 day of Feb, 2026

Signature: 

President  Vice President  Manager  Owner  Other \_\_\_\_\_

TULSA METROPOLITAN UTILITY AUTHORITY

By \_\_\_\_\_ Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
Chairman

By \_\_\_\_\_ Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
Secretary

APPROVED:

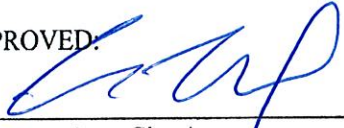
By \_\_\_\_\_ Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
Attorney for Tulsa Metropolitan  
Utility Authority

CITY OF TULSA, OKLAHOMA, a Municipal Corporation

By \_\_\_\_\_ Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
Mayor

ATTEST:

By \_\_\_\_\_  
City Clerk

APPROVED:   
By \_\_\_\_\_ Executed on this 23 day of April, 2026.  
Asst. City Attorney

Home : Business Services : Corp Search : Corp Information

## Entity Summary Information

Select the buttons below to file or place an order.

To view Entity Details there will be a \$5.00 charge and you will need to click on **VIEW ENTITY DETAILS** button at the bottom of the page.

If you are ordering documents such as a "Certificate of Good Standing" or "copies" you will need to click on the **ORDER DOCUMENTS** button at the bottom of the page.

If you are filing a legal document such as a trade name, amendment, annual certificate, etc., you will need to click on **FILE A DOCUMENT** button at the bottom of the page.

### WALTERBACH PROPERTIES LLC

#### Details

Filing Number: 3512606726  
Name Type: Legal Name  
Status: In Existence   
Corp type: Domestic Limited Liability Company  
Jurisdiction: Oklahoma  
Formation Date: 20 Mar 2017

#### Registered Agent Information

Name: GERARD TIM WALTERBACH  
Effective: 20 Mar 2017  
Address: 2930 E. 51ST  
400  
City, State , ZipCode: TULSA OK 74105 74015

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