

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 18, 2013**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:02 P.M.

Mayor Mickey Perry asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present: Buddy Robertson, Mark Lepak, Bill Flanagan, Mickey Perry, Brian Callender, Don Purkey, David McComb, Paula Watson

Absent: Terry Willis

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Sean Douglas, Tim White, Ron Kolker, Ann Mayfield, Stan Brown, Jill Ferenc, Daryl Golbek, Karen Clay, Joe Kays, Art Andrews, Sherry Beach, Jeremy Ledbetter, and Andy Armstrong (Grand Gateway)

Pledge of Allegiance by all.

Invocation by Councilman Purkey

CALL TO THE PUBLIC

Tom Pool 1st cousin to T. Jack Graves spoke on behalf of the Graves family regarding Council Item to rename a City street in honor of Graves. Pool provided background and military service for Graves. Pool states that he spoke to Mrs. Graves today and she approves of the proposed street the City is considering. Pool suggested the name T. Jack Graves Memorial Pkwy.

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Purkey to approve the agenda for the regular CCDA meeting of November 18, 2013, as written. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

(a) Minutes of the Regular Claremore Cultural Development Authority meeting on

November 04, 2013, as printed.

(b) All claims as printed.

Motion by Watson, second by Purkey to approve the CCDA consent items as printed.

Roll call vote: Robertson, yes; Lepak, yes; Flanagan, abstain; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Watson, second by Perry to adjourn. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:04 P.M.

**Minutes of the Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 18, 2013**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:04 P.M.

Mayor Mickey Perry asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present: Buddy Robertson, Mark Lepak, Bill Flanagan, Mickey Perry, Brian Callender, Don Purkey, David McComb, Paula Watson

Absent: Terry Willis

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Sean Douglas, Tim White, Ron Kolker, Ann Mayfield, Stan Brown, Jill Ferenc, Daryl Golbek, Karen Clay, Joe Kays, Art Andrews, Sherry Beach, Jeremy Ledbetter, and Andy Armstrong (Grand Gateway)

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Flanagan to approve the agenda for the regular CPWA meeting of November 18, 2013, as written. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

(a) Minutes of Claremore Public Works Authority Regular Meeting on November 04, 2013, as printed.

(b) All claims as printed.

Motion by Watson, second by Perry to approve the consent items as listed. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, abstain; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

ADJOURNMENT

Motion by Perry, second by Watson to adjourn. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:05 P.M.

**Minutes of the Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma November 18, 2013**

CALL TO ORDER

Meeting called to order by Mayor Mickey Perry at 6:05 P.M.

Mayor Mickey Perry asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present: Buddy Robertson, Mark Lepak, Bill Flanagan, Mickey Perry, Brian Callender, Don Purkey, David McComb, Paula Watson

Absent: Terry Willis

Staff Present: Jim Thomas, Matt Ballard, Sarah Sharp, Sean Douglas, Tim White, Ron Kolker, Ann Mayfield, Stan Brown, Jill Ferenc, Daryl Golbek, Karen Clay, Joe Kays, Art Andrews, Sherry Beach, Jeremy Ledbetter, and Andy Armstrong (Grand Gateway)

ACCEPTANCE OF THE AGENDA

Motion by Watson, second by Flanagan to approve the agenda for the regular City Council meeting of November 18, 2013, as written. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

None

STAFF REPORTS

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

(a) Minutes of the Regular Council Meeting on November 04, 2013, as printed.

(b) All claims as printed.

- (c) Actual salary claims for pay periods ending **November 08, 2013**, in the amount of **\$412,388.307** and estimated salary claims to include contractual agreements for Fire Union Dues, Flexible Spending Accounts, Life Insurance, Fire Pension, Police Pension, Oklahoma Municipal Retirement Fund, Supplemental Vision, and Short/Long Term disability plans, Employee Recreation Center Fees, and United Way Contributions for next pay period in the amount of \$500,000.00. Payroll at \$500,000.00 amount to include payables.
- (d) Approval to solicit bids for the CDBG #15244 2012, CDBG #15653 2013, and the RSU Sanitary Sewer System Rehabilitation Project. (**Jill Ferenc/Jeremy Ledbetter**)
- (e) Approval to solicit RFP for design and supply of playground equipment for Will Rogers Park, with installation being an add alternate. (**Joe Kays**)
- (f) Approval to award bid to Capitol Sheet Metal in the estimated amount of \$39,949 for the replacement of HVAC units at Will Rogers Library. (**Sherry Beach**)
- (g) Approval to award bid to C & J Brothers Electric in the amount of \$28,500 for the attachment of the Musco Sports Cluster Green Lighting System as listed in the bid specifications, and awarding the alternate of \$16,000 for installation of the poles for a total estimated amount of \$44,500. (**Joe Kays**)

Motion by Perry, second by Purkey to approve consent items as listed, notating the correct company name in item (f) to Oil Capitol Sheet Metal. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

- (2) **Approve/Reject** designating the City's Chief Executive Officer, the Mayor, as the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process regarding the CDBG Community Development Project. (**Andy Armstrong**)

Motion by Flanagan, second by Purkey to approve designating the City's Chief Executive Officer, the Mayor, as the certifying officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process regarding the CDBG Community Development Project. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

- (3) **Approve/Reject** making a finding of Categorical Exclusion/Exempt from Release of Funds Publication on the Environment for the 15653 CDBG 13 Sanitary Sewer Infrastructure Program. (**Andy Armstrong**)

Motion by Purkey, second by Flanagan to approve making a finding of Categorical Exclusion/Exempt from Release of Funds Publication on the Environment for the 15653 CDBG 13 Sanitary Sewer Infrastructure Program. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

- (4) **Approve/Reject** authorizing the Mayor to sign and/or electronically submit the CDBG Request for Authority to Use Grant Funds, Environmental Finding, and Certification of Leverage. **(Andy Armstrong)**

Motion by Purkey, second by Flanagan to approve authorizing the Mayor to sign and/or electronically submit the CDBG Request for Authority to Use Grant Funds, Environmental Finding, and Certification of Leverage. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

- (5) **Approve/Reject** Antidisplacement Plan for the CDBG Meadow View Sanitary Sewer Improvement Project. **(Andy Armstrong)**

Armstrong explained there will be no displacement because existing lines are being replaced.

Motion by Perry, second by Purkey to approve the Antidisplacement Plan for the CDBG Meadow View Sanitary Sewer Improvement Project. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

- (6) **Approve/Reject Ordinance #2013-_____**, changing the zoning of a parcel of land in the North one-half (N/2) of Section 20, Township 21 North, Range 16 East of the I.B. & M., Rogers County, Oklahoma, from Commercial High District (CH) to Planned Unit Development (PUD) & Agricultural District (AG) to Residential Multi-Family District (RM-2) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. **(Jill Ferenc)**

Kim Fugate with Lindsey Management and representatives from Crafton Tull were present to answer any questions. Fugate states construction will start in 4-6 months. They will close on the property within 30 days of the zoning approval from Council.

Motion by Flanagan, second by Watson to approve **Ordinance #2013- 22**, changing the zoning of a parcel of land in the North one-half (N/2) of Section 20, Township 21 North, Range 16 East of the I.B. & M., Rogers County, Oklahoma, from Commercial High District (CH) to Planned Unit Development (PUD) & Agricultural District (AG) to Residential Multi-Family District (RM-2) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

- (7) **Approve/Reject** the Economic Development Services Agreement between the City of Claremore and the Claremore Industrial and Economic Development Authority (CIEDA). **(Jim Thomas)**

A draft of the proposed contract was presented to Council. Thomas stated Staff met with CIEDA attorney Bill Higgins today. The CIEDA board will review and discuss the contract at their meeting on Wednesday.

This item will be placed on the December 02, 2013 agenda for decision.

Thomas stated that with the recent purchase of the Burgess Norton property earlier this year, CIEDA will not be purchasing any additional land from the Fleeger family this year.

Councilman Purkey stated he would like to see a full financial report of CIEDA funds.

(8) Discussion only: Discussion regarding naming a street to honor former Attorney, City Attorney, Councilman, and Veteran T. Jack Graves. **(Mickey Perry)**

Perry stated the family of Graves had approached him a few weeks ago regarding this matter. The street the City had in mind is the street to the west of Gazebo Park from 3rd to 4th Street. The renaming will not require any businesses or households to change their addresses.

This item will be placed on a future agenda for approval.

Lepak stated that he would like to have an executive session on the next agenda to discuss procedures for the City Manager's performance review, as he has been at the City for a full year.

ADJOURNMENT

Motion by Perry, second by Purkey to adjourn. Roll call vote: Robertson, yes; Lepak, yes; Flanagan, yes; Perry, yes; Callender, yes; Purkey, yes; McComb, yes; and Watson, yes. Motion carried.

Meeting adjourned at 6:39 P.M.