

**Regular Minutes of the Claremore Cultural Development Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 01, 2015**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:02 P.M.

Mayor Bill Flanagan asked Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Buddy Robertson, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley

Absent: David McComb

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Susy Collins, Johnny Ramsey, Jeri Koehler, Joe Kays, Sherry Beach, Sam Ross, Donnie Burgess, Kevin Bledsoe, Daryl Golbek, Larry Hughes, Stan Brown, Charles Downum, Jill Ferenc, Danny Dobbins, Noelle Hayes, Sean Douglas, Susan Maloy, Mitch Louderback, Kendall Bradshaw, Brian Burnett, Matt Rice, Jeremy Ledbetter, Scott Rogers, Brandon Irby, Sharon McDonald

Pledge of Allegiance by all.

Invocation by Councilor Willis.

CALL TO THE PUBLIC

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

Swearing in of newly hired Police Officers by Chief Stan Brown.

Officer Matt Rice was administered the Oath of Office by Police Chief Stan Brown.

Mayor Flanagan expressed condolences on behalf of Council and the Administration to the Farley family and the Claremore Fire Department for the sudden and tragic loss of Captain Jason Farley during a flood water rescue. Flanagan wished a speedy recovery to Lt. Zane James who was injured in the same incident.

City Manager Jim Thomas reported that he has been in contact with Public Works to address the drainage culverts within the City limits. The Planning Department will be working with FEMA to review chronic flooding areas and look for solutions.

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by DeMier that the agenda for the regular CCDA meeting of June 01, 2015, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, 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 May 18, 2015 as printed.**
- (b) All Claims as printed.**

Motion by Willis, second by DeMier that the CCDA approve the consent items as printed. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(2) Discussion and vote to Approve/Reject holding a Public Hearing to discuss the fiscal year 2015-2016 CCDA budget. The discussion may include prioritization of capital and other projects, personnel and labor costs and priorities, anticipated revenues, expenses, and other matters related to approval of budget for the 2015-2016 fiscal year. (Jim Thomas/Susy Collins)

Motion by Purkey, second by Willis to approve holding a Public Hearing to discuss the fiscal year 2015-2016 CCDA budget. The discussion may include prioritization of capital and other projects, personnel and labor costs and priorities, anticipated revenues, expenses, and other matters related to approval of budget for the 2015-2016 fiscal year. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

Public Hearing opened at 6:11 p.m.

City Manager Jim Thomas gave a presentation on the complete 2015/2016 Budget during the CCDA portion of the meeting. Thomas reviewed revenue comparisons year to date. and stated the budget presented is a balanced budget. Thomas reported Sales Tax has been budgeted flat for the 2015/2016 fiscal year. An increase in the Hotel Tax revenue is anticipated due to the due to the 3 new hotels that are currently being constructed. New expenses for the upcoming year are for the Smart-Grid System and the Sewer upgrade to Will Rogers Downs. New positions being added to this budget are the Assistant City Manager position, 1 firefighter to balance the shifts, and 3 Stormwater employees (salaries are not coming from designated Stormwater fees, as these funds can only be used for projects and improvements, not salaries). The 3% increase for health insurance is

also included. Carryover projects were discussed (projects that were started but will not be completed in FY 2014/2015). There will be no raises for the fiscal year.

There were no public comments.

Motion by Purkey, second by Willis to close the public hearing. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

Public Hearing closed at 6:21 p.m.

(3) Discussion and vote to Approve/Reject CCDA Resolution #2015-___, adopting the Claremore Cultural Development Authority budget for the fiscal year 2015-2016 and directing said budget be transmitted to the State Auditor and Inspector's Office. (Jim Thomas/Susy Collins)

Motion by Willis, second by Kirtley to approve CCDA Resolution #2015- 1, adopting the Claremore Cultural Development Authority budget for the fiscal year 2015-2016 and directing said budget be transmitted to the State Auditor and Inspector's Office. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

ADJOURNMENT

Motion by Willis, second by Godwin to adjourn. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

Meeting adjourned at 6:22 P.M.



Sarah Sharp, CMC
City Clerk

**Regular Minutes of Claremore Public Works Authority Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 01, 2015**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:22 P.M.

Mayor Bill Flanagan asked Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Buddy Robertson, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley

Absent: David McComb

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Susy Collins, Johnny Ramsey, Jeri Koehler, Joe Kays, Sherry Beach, Sam Ross, Donnie Burgess, Kevin Bledsoe, Daryl Golbek, Larry Hughes, Stan Brown, Charles Downum, Jill Ferenc, Danny Dobbins, Noelle Hayes, Sean Douglas, Susan Maloy, Mitch Louderback, Kendall Bradshaw, Brian Burnett, Matt Rice, Jeremy Ledbetter, Scott Rogers, Brandon Irby, Sharon McDonald

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Robertson that the agenda for the regular CPWA meeting of June 01, 2015, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, 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 Public Works Authority Meeting on May 18, 2015, as printed.
- (b)** All Claims as printed.
- (c)** Request to accept bid for replacing the flooring in the Public Works Building from Architectural Flooring in the amount of \$35,426.00. **(Larry Hughes)**
- (d)** Request to award bid for utility locating services to USIC Locating Services. **(Larry Hughes)**

Motion by Willis, second by Godwin to approve the consent items as listed. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(2) Discussion and vote to Approve/Reject holding a Public Hearing to discuss the fiscal year 2015-2016 CPWA budget. The discussion may include prioritization of capital and other projects, personnel and labor costs and priorities, anticipated revenues, expenses, and other matters related to approval of budget for the 2015-2016 fiscal year. (Jim Thomas/Susy Collins)

Motion by Purkey, second by Willis to approve holding a Public Hearing to discuss the fiscal year 2015-2016 CPWA budget. The discussion may include prioritization of capital and other projects, personnel and labor costs and priorities, anticipated revenues, expenses, and other matters related to approval of budget for the 2015-2016 fiscal year. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

Public Hearing opened at 6:29 p.m.

City Manager Jim Thomas gave a presentation on the complete 2015/2016 Budget during the CCDA portion of the meeting. Thomas reviewed revenue comparisons year to date. and stated the budget presented is a balanced budget. Thomas reported Sales Tax has been budgeted flat for the 2015/2016 fiscal year. An increase in the Hotel Tax revenue is anticipated due to the due to the 3 new hotels that are currently being constructed. New expenses for the upcoming year are for the Smart-Grid System and the Sewer upgrade to Will Rogers Downs. New positions being added to this budget are the Assistant City Manager position, 1 firefighter to balance the shifts, and 3 Stormwater employees (salaries are not coming from designated Stormwater fees, as these funds can only be used for projects and improvements, not salaries). The 3% increase for health insurance is also included. Carryover projects were discussed (projects that were started but will not be completed in FY 2014/2015). There will be no raises for the fiscal year.

There were no public comments.

Motion by Kirtley, second by Godwin to close the Public Hearing. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

Public Hearing closed at 6:30 p.m.

(3) Discussion and vote to Approve/Reject CPWA Resolution #2015-___, adopting the Claremore Public Works Authority budget for the fiscal year 2015-2016 and directing said budget be transmitted to the State Auditor and Inspector's Office. (Jim Thomas/Susy Collins)

Motion by Godwin, second by Willis to approve CPWA Resolution #2015- 3, adopting the Claremore Public Works Authority budget for the fiscal year 2015-2016 and directing said budget be transmitted to the State Auditor and Inspector's Office. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

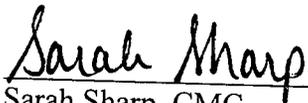
(4) Discussion and vote to Approve/Reject and authorize execution of that certain First Amendment to Financing Assistance Agreement by and between the Claremore Industrial and Economic Development Authority and the Claremore Public Works Authority, including therein the Utility Revenue Note, Amended Series 2013B (Taxable)(Baker Hughes Increment District Project) (Jeri Koehler)

Motion by Purkey, second by Kirtley to approve and authorize execution of that certain First Amendment to Financing Assistance Agreement by and between the Claremore Industrial and Economic Development Authority and the Claremore Public Works Authority, including therein the Utility Revenue Note, Amended Series 2013B (Taxable)(Baker Hughes Increment District Project). Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

ADJOURNMENT

Motion by Willis, second by Godwin to adjourn. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

Meeting adjourned at 6:35 p.m.



Sarah Sharp, CMC
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma June 01, 2015**

CALL TO ORDER

Meeting called to order by Mayor Bill Flanagan at 6:35 P.M.

Mayor Bill Flanagan asked Sarah Sharp to note that members are present/absent as indicated below:

Present: Terry Willis, Buddy Robertson, Jeff Godwin, Will DeMier, Bill Flanagan, Brian Callender, Don Purkey, Susan Kirtley

Absent: David McComb

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Susy Collins, Johnny Ramsey, Jeri Koehler, Joe Kays, Sherry Beach, Sam Ross, Donnie Burgess, Kevin Bledsoe, Daryl Golbek, Larry Hughes, Stan Brown, Charles Downum, Jill Ferenc, Danny Dobbins, Noelle Hayes, Sean Douglas, Susan Maloy, Mitch Louderback, Kendall Bradshaw, Brian Burnett, Matt Rice, Jeremy Ledbetter, Scott Rogers, Brandon Irby, Sharon McDonald

ACCEPTANCE OF THE AGENDA

Motion by Willis, second by Godwin that the agenda for the regular City Council meeting of June 01, 2015, be approved as written. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

Accept the resignation of CIEDA Trustee and TIF Review Committee Member Jerry Feese, effective June 30, 2015. (Jim Thomas)

Motion by Callender, second by Willis to approve the resignation CIEDA Trustee and TIF Review Committee Member Jerry Feese, effective June 30, 2015, subject to the approval of the CIEDA Board. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

STAFF REPORTS

CIEDA 2014/2015 fiscal year end review. (Jeri Koehler)

Presentation by Koehler highlighting the progress of CIEDA staff in areas of economic development, industrial development, and media coverage over the past year. Koehler gave an update on the Claremore Regional Airport as well.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on May 18, 2015.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending May 08, 2015, in the amount of \$428,932.72 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 the next pay period in the amount of \$500,000. Payroll at \$500,000 amount to include payables.**
- (d) Request to award annual oil bid for FY 2015/2016 to Hooten Oil as follows:**
 - 15W40 \$7.06**
 - 5W20 \$5.34**
 - Hydraulic Oil \$4.72 (Kevin Bledsoe)**
- (e) Approval to seek annual bids for Sand, Rock, and Gravel. (Jeremy Ledbetter)**
- (f) Approval to seek annual asphalt bids. (Jeremy Ledbetter)**
- (g) Approval to seek annual concrete bids. (Jeremy Ledbetter)**
- (h) Request to seek Request for Proposals (RFP) for a Scrap Metal Consultant. (Jeremy Ledbetter)**

Motion by DeMier, second by Kirtley to approve the consent items as listed. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

(2) Discussion and vote to Approve/Reject holding a Public Hearing to discuss the fiscal year 2015-2016 City of Claremore budget. The discussion may include prioritization of capital and other projects, personnel and labor costs and priorities, anticipated revenues, expenses, and other matters related to approval of budget for the 2015-2016 fiscal year. (Jim Thomas/Susy Collins)

Motion by Willis, second by DeMier to approve holding a Public Hearing to discuss the fiscal year 2015-2016 City of Claremore budget. The discussion may include prioritization of capital and other projects, personnel and labor costs and priorities,

anticipated revenues, expenses, and other matters related to approval of budget for the 2015-2016 fiscal year. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

Public Hearing opened at 6:57 p.m.

City Manager Jim Thomas gave a presentation on the complete 2015/2016 Budget during the CCDA portion of the meeting. Thomas reviewed revenue comparisons year to date. and stated the budget presented is a balanced budget. Thomas reported Sales Tax has been budgeted flat for the 2015/2016 fiscal year. An increase in the Hotel Tax revenue is anticipated due to the due to the 3 new hotels that are currently being constructed. New expenses for the upcoming year are for the Smart-Grid System and the Sewer upgrade to Will Rogers Downs. New positions being added to this budget are the Assistant City Manager position, 1 firefighter to balance the shifts, and 3 Stormwater employees (salaries are not coming from designated Stormwater fees, as these funds can only be used for projects and improvements, not salaries). The 3% increase for health insurance is also included. Carryover projects were discussed (projects that were started but will not be completed in FY 2014/2015). There will be no raises for the fiscal year.

There were no public comments.

Motion by Willis, second by Kirtley to close the Public Hearing. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

Public Hearing closed at 6:58 p.m.

City Manager Jim Thomas wanted to clarify for the public that just because there hasn't been discussion by Council at tonight's meeting regarding the budget doesn't mean that the budget was just pushed through. Staff began working on the budget in February. Department Heads present their preliminary budget, they are edited by Thomas and Finance Department. There have been 3 Finance Committee Meetings, and Council received the proposed budget 2 weeks ago to review. Thomas stated he appreciates the support of the Council and all the hard work put in by the staff.

(3) Discussion and vote to approve Resolution #2015-___, adopting the City of Claremore budget for the fiscal year 2015-2016 and directing said budget be transmitted to the State Auditor and Inspector's Office. (Jim Thomas/Susy Collins)

Motion by Willis, second by DeMier to approve Resolution #2015-4, adopting the City of Claremore budget for the fiscal year 2015-2016 and directing said budget be transmitted to the State Auditor and Inspector's Office. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

- (4) Discussion and vote to Approve/Reject Ordinance #2015-____, changing the zoning of land at Lots 5 and 6 in Block 1 of Dennison's Addition to the City of Claremore, Rogers County, State of Oklahoma, from Residential Single-Family High Intensity District (RS-3) to Commercial General (CG) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. (Jill Ferenc)**

Motion by Kirtley, second by Godwin to approve Ordinance #2015- 13, changing the zoning of land at Lots 5 and 6 in Block 1 of Dennison's Addition to the City of Claremore, Rogers County, State of Oklahoma, from Residential Single-Family High Intensity District (RS-3) to Commercial General (CG) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

- (5) Discussion and vote to Approve/Reject the Fifth Amended and Restated Trust Indenture for the Claremore Industrial and Economic Development Authority. (Jeri Koehler)**

Koehler stated the CIEDA board approved the amendment at their May meeting. The changes alter the terms of Board members from 7 years to 4 years.

Motion by DeMier, second by Willis to approve the Fifth Amended and Restated Trust Indenture for the Claremore Industrial and Economic Development Authority. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

EXECUTIVE SESSION

- 1. Approve/Reject going into executive session for the following purpose:**
- (a) Discussing the evaluation and the employment performance of the City Manager, as authorized by tit. 25, Oklahoma Statutes, Section 307(B)(1) and (B) (7), where disclosure of information would violate confidentiality requirements of State law. (Terry Willis)**

Motion by Callender, second by Willis to approve entering into executive session to discuss item (a). Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

- 2. Executive session to discuss item (a).**

Council entered executive session at 7:05 p.m.

Council came out of executive session at 7:43 p.m.

3. Open Session.

Motion by Willis, second by DeMier to acknowledge return to open session. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

4. Statement of executive session minutes.

Statement of executive session minutes by City Attorney Bryan Drummond:
While in executive session Council discussed the evaluation and performance of the City Manager as authorized by tit. 25, Oklahoma Statutes, Section 307(B)(1) and (B) (7), where disclosure of information would violate confidentiality requirements of State law. Those present were the City Council, City Manager and City Attorney. No other matters were discussed and no votes were taken.

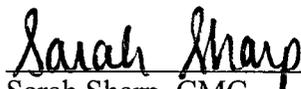
5. Possible action regarding item (a).

Motion by Willis, second by DeMier to give City Manager Jim Thomas the evaluation that was discussed on executive session. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

ADJOURNMENT

Motion by Willis, second by Kirtley to adjourn. Roll call vote: Willis, yes; Robertson, yes; Godwin, yes; DeMier, yes; Flanagan, yes; Callender, yes; Purkey, yes; and Kirtley, yes. Motion carried.

Meeting adjourned at 7:45 p.m.



Sarah Sharp, CMC
City Clerk