

**NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING**

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on Monday, April 20, 2015, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

The City Council welcomes comments from citizens of Glenpool who wish to address any item on the agenda. Speakers are requested to complete one of the forms located on the agenda table and return to the City Clerk PRIOR TO THE CALL TO ORDER

AGENDA

- A)** Oath of Office - Susan White, City Clerk
- B)** Call to Order - Momodou Ceesay, Mayor
- C)** Roll call, declaration of quorum – Susan White, City Clerk; Momodou Ceesay, Mayor
- D)** Invocation
- E)** Pledge of Allegiance –Momodou Ceesay, Mayor
- F)** City Manager Report – Roger Kolman, City Manager
- G)** Mayor Report – Momodou Ceesay, Mayor
- H)** Council Comments
- I)** Public Comments
- J)** Scheduled Business
 - 1)** Discussion and possible action to elect Mayor.
 - 2)** Discussion and possible action to elect Vice-Mayor.
 - 3)** Discussion and possible action to appoint Brandon Kearns, Patricia Agee and Jennifer Ballew to serve as Trustees on the Glenpool Cemetery Trust Authority, Glenpool Industrial Authority, and Glenpool Utility Service Authority Boards.
(Mayor)
 - 4)** Discussion and possible action to recommend to the Tulsa County Commissioners, appointment of Brandon Kearns to the Glenpool Area Emergency Medical Service District, replacing Alyce Korb.
(Susan White, GEMS District Administrator)
 - 5)** Discussion and possible action to approve minutes from April 6, 2015 meeting.

- 6) Discussion and possible action to adopt a budget calendar for the FY 2015-2016 annual city budget.
(Roger Kolman, City Manager)
- 7) Discussion and possible action to enter into Executive Session.
(Mayor)
- 8) Executive Session for the purpose of discussing confidential communications between and among the Glenpool City Council/Glenpool Utility Services Authority Board of Trustees, both represented by the City/Trust Attorney and Special Counsel, concerning a pending investigation, claim, or action as to which the City and the Authority, with the advice of their Attorney, have determined that disclosure will seriously impair the ability of the City and the Authority to process the claim or conduct a pending investigation, litigation or proceeding in the public interest, pursuant to Title 25 Sec. 307(B)(4) of the Oklahoma Statutes (Open Meeting Act), *to wit*, discussion of negotiations between the parties following the recent decision by Judge Payne to deny the parties' joint motion for an administrative closing order and set the case for trial in June 2015 [USDC ND/OK Case No. 11-cv-441-JHP-FHM].
(Lowell Peterson, City/Trust Attorney)
- 9) Possible action to reconvene in Regular Session.
(Mayor)

K) Adjournment.

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, 2015 at _____am/pm.

Signed: _____
City Clerk

MINUTES

CITY COUNCIL MEETING

April 6, 2015

The Regular Session of the Glenpool City Council was held at 6:00 p.m., Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present: Momodou Ceesay, Mayor; Alyce Korb, Vice-Mayor; Tim Fox, Councilor; Patricia Agee, Councilor and Jennifer Ballew, Councilor.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, City Clerk; Lynn Burrow, Community Development Director; Rick Malone, City Planner; and Dennis Waller, Police Chief.

Also present were: Matt Bills, Extreme Worship Center; Steve Boettcher, INCOG; and Jason Culler, Athletic Director for Glenpool Public Schools.

- A) Mayor Ceesay called the meeting to order at 6:06 p.m.**
- B) Susan White, City Clerk called the roll. Mayor Ceesay declared a quorum present.**
- C) Matt Bills offered the Invocation.**
- D) Mayor Ceesay led the Pledge of Allegiance.**
- E) Glenpool Conference Center Report – Lea Ann Reed, Conference Center Director**
 - Ms. Reed highlighted past and future events at the Glenpool Conference Center, emphasizing the number of attendees as a result of the events. She announced the upcoming Movie in the Park, scheduled for April 18, and the Inaugural Car Show, April 25.
- F) Community Development Report – Lynn Burrow, Community Development Director**
 - Mr. Burrow updated the Council on current private and public development projects throughout the city.
- G) City Manager Report – Roger Kolman, City Manager**
 - Mr. Kolman urged citizens to exercise their right to vote on Tuesday, April 7.
 - He announced the Speed Business platform to be held at the Chamber of Commerce luncheon on Wednesday, April 8.
 - He reminded citizens of the upcoming Movie in the Park and Car Show.
- H) Mayor Report – Momodou Ceesay, Mayor**
 - Mayor Ceesay relayed a recent conversation he had with Tulsa County Commissioner Peters. Tulsa County is scheduled two street resurfacing projects for this summer. One is located on Elwood Ave between 151st and 181st Streets; the other is on 161st Street between Peoria and SH 75.
- I) Council Comments**
 - Lowell Peterson, City Attorney announced that he had just learned of a comment that a Councilor intended to make and encouraged the Council to keep comments to a minimum.

- Councilor Ballew announced the Trash-Off Day is scheduled for April 11.
- Councilor Agee read a statement expressing her views toward Councilor Fox regarding alleged negative comments he made on social media.

J) Public Comments

- Jason Culler, Glenpool Public School Athletic Director requested that the Council revisit the prospect of locating the Field of Dreams in Glenpool. He was accompanied by the wife of Glenpool School's baseball coach. She pledged her support and that of her husband.

K) Reading of Proclamation - Momodou Ceesay, Mayor

- Mayor Ceesay read a proclamation promoted by the Oklahoma Water Environment Assn, declaring July 2015 as Water's Worth It month.

L) Scheduled Business

1) Discussion and possible action to approve minutes from March 16, 2015 meeting.

MOTION: Councilor Agee moved, second by Vice Mayor Korb to approve minutes as presented.

FOR: Councilor Fox; Councilor Agee; Councilor Ballew; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

2) Public Hearing for the purpose of receiving public comment and recommendations on suggested projects for the 2015 Community Development Block Grant (CDBG) application.

a) Open Public Hearing - Momodou Ceesay, Mayor

Mayor Ceesay asked for a motion to open the Public Hearing at 6:39 p.m.

MOTION: Councilor Agee moved, second by Councilor Ballew to open the Public Hearing.

FOR: Councilor Agee; Councilor Ballew; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

b) Public Comments - Rick Malone, City Planner

Rick Malone described the project proposed by staff to improve ADA features at the Senior Citizen facility. Mayor Ceesay invited comments from the audience. No comments were offered.

c) Close Public Hearing - Momodou Ceesay, Mayor

Mayor Ceesay asked for a motion to close the Public Hearing at 6:49 p.m.

MOTION: Councilor Agee moved, second by Councilor Ballew to close the Public Hearing.

FOR: Councilor Ballew; Councilor Fox; Councilor Agee; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

3) Discussion and possible action to adopt Resolution No. 15-04-03, A Resolution Of The City Of Glenpool Approving The City Of Glenpool's Application To The Tulsa County Urban County Community Development Block Grant (2015) In The Amount Of \$64,464.00 For The Purpose Of Funding The Construction Of Upgrades To The Glenpool Senior Center To Facilitate Compliance With Recommendations Of The October 13, 2014 INCOG Area Agency On Aging

Americans With Disabilities Act Assessment, And Approving An Expenditure Of \$6,446.40 Of Matching Funds For A Project Total Of \$70,910.40.

MOTION: Councilor Agee moved, second by Vice Mayor Korb to adopt Resolution No. 15-04-03

FOR: Councilor Fox; Councilor Agee; Councilor Ballew; Vice Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

- 4) **Discussion and possible action to renew the Collective Bargaining Agreement with the Fraternal Order of Police, Lodge #133, effective July 1, 2015, for the final year of the original four-year agreement approved by Council on May 7, 2012.**

Mr. Kolman presented the final year renewal of a four year CBA for the FOP, Lodge #133. He confirmed that no changes were requested in the renewal.

MOTION: Councilor Fox moved, second by Councilor Agee to approve the final year renewal of the FOP CBA.

FOR: Councilor Agee; Councilor Ballew; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

- 5) **Discussion and possible action to renew the Collective Bargaining Agreement with the International Association of Firefighters, Local 2990, effective July 1, 2015, for the final year of the original four-year agreement approved by Council on April 20, 2012.**

Mr. Kolman presented the final year renewal of a four year CBA for the IAFF, Local 2990. He confirmed that no changes were requested in the renewal.

MOTION: Councilor Fox moved, second by Vice Mayor Korb to approve the final year renewal of the IAFF CBA.

FOR: Councilor Ballew; Councilor Fox; Councilor Agee; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

- 6) **Discussion and possible action to adopt Ordinance No. 695, An Ordinance To Annex 80 Acres Located At The Northeast Corner Of 171st Street South And U.S. Highway 75, In Tulsa County, Into The City Of Glenpool; And Declaring An Emergency.**

Mr. Rick Malone, City Planner presented an Ordinance to annex approximately eighty acres located at the northeast corner of 171st Street and US 75. The property owner requested the annexation. A property owner adjacent to the identified property presented a number of related questions to the Council. Following discussion, a motion to adopt was made at 7:02 p.m.

MOTION: Councilor Agee moved, second by Vice Mayor Korb to adopt Ordinance No. 695.

FOR: Councilor Fox; Councilor Agee; Councilor Ballew; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

- 7) **Discussion and possible action to approve an Emergency Clause, upon finding it immediately necessary for the preservation of the peace, health, and safety of the City of Glenpool and the inhabitants thereof that the provisions of Ordinance No. 695 be put into full force and effect, an emergency is hereby declared to exist by reason whereof the Ordinance shall take effect and be in full force from and after its passage as provided by law.**

Lowell Peterson, City Attorney advised approval of the Emergency Clause.

MOTION: Councilor Fox moved, second by Councilor Agee to approve Emergency Clause for Ordinance No. 695.

FOR: Councilor Agee; Councilor Ballew; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried by a 5/5ths majority.

- 8) **Discussion and possible action to adopt Ordinance No. 696, An Ordinance Amending Title 11, Zoning Regulations, Chapter 12, Use Units; Section 21, Use Unit 21, Signs, Of The Code Of Ordinances Of The City Of Glenpool, Oklahoma, (2013) To Add Subsection P., Permitting Temporary Promotional Signs, Making Such Other Changes In Use Unit 21 As Are Necessitated Thereby, Repealing All Ordinances Or Resolutions, Or Parts Of Ordinances Or Resolutions In Conflict Herewith; And Declaring An Emergency.**

Rick Malone, City Planner submitted Ordinance No. 696 for approval. The amendment is specific to event signage.

MOTION: Vice Mayor Korb moved, second by Councilor Ballew to adopt Ordinance No. 696 as presented.

FOR: Councilor Ballew; Councilor Agee; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

- 9) **Discussion and possible action to approve an Emergency Clause, upon finding it immediately necessary for the preservation of the peace, health, and safety of the City of Glenpool and the inhabitants thereof that the provisions of Ordinance No. 696 be put into full force and effect, an emergency is hereby declared to exist by reason whereof the Ordinance shall take effect and be in full force from and after its passage as provided by law.**

Lowell Peterson, City Attorney recommended approval.

MOTION: Councilor Agee moved, second by Councilor Ballew to approve Emergency Clause for Ordinance No. 696.

FOR: Councilor Fox; Councilor Agee; Councilor Ballew; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried by a 5/5ths majority.

- 10) **Discussion and possible action to adopt Resolution No. 15-04-01, A Resolution Of The City Council Of The City Of Glenpool & Glenpool Utility Services Authority Approving An Amended And Restated Trust Indenture For The Oklahoma Municipal Retirement Fund; Providing Amendments To The Trust To Authorize Daily Valuations And Daily Accounting For Assets Within The Master Defined Contribution Plans Administered By Oklahoma Municipal Retirement Fund; Providing For The Daily Valuation Of Participant Accounts In The Defined Contribution Plans Administered By Oklahoma Municipal Retirement Fund And Providing Procedures And Rules For Accounting Of Such Assets; Providing For Effective Date Of Amended And Restated Trust Indenture And Continuing Existing Trust As Amended In Full Force And Effect.**

Susan White, City Clerk presented for approval Resolution No. 15-04-01. She described the amendments to the OMRF Trust Indenture as favorable to the employees.

MOTION: Councilor Agee moved, second by Vice Mayor Korb to Resolution No. 15-04-01as presented.

FOR: Councilor Agee; Councilor Ballew; Councilor Fox; Vice-Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

11) Discussion and possible action to adopt Resolution No. 15-04-02, A Resolution Of The City Council Of Glenpool, Oklahoma To Approve A Mutual Aid Request To The Oklahoma Floodplain Managers Association.

Lynn Burrow, Community Development Director presented Resolution No. 15-04-02 for approval. The Resolution requests mutual aid from OFMA in the event of a FEMA declared disaster.

MOTION: Councilor Agee moved, second by Vice Mayor Korb to adopt Resolution No. 15-04-02.

FOR: Councilor Ballew; Councilor Fox; Councilor Agee; Vice Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

12) Discussion and possible action to adopt Resolution No. 15-04-04, A Resolution Proclaiming April 2015 As Fair Housing Month In Glenpool, Oklahoma.

Rick Malone, City Planner presented the Resolution for approval. He explained it represents action required by HUD for all grant recipients. The city regularly applies for Community Development Block Grant funds which are distributed through HUD.

MOTION: Councilor Agee moved, second by Vice Mayor Korb to adopt Resolution No. 15-04-04.

FOR: Councilor Ballew; Councilor Fox; Councilor Agee; Vice Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

13) Discussion and possible action to adopt Resolution No. 15-04-05, A Resolution Of The City Of Glenpool, Oklahoma Declaring Its Support And Approval Of The City's Application For Vision 2025 Proposition 2 Funding From Tulsa County, In The Amount Of One Hundred Seventy-Nine Thousand, Two Hundred And Four And No/100 Dollars (\$179,204.00) For The Construction Of A Wastewater Lift Station Facility On a General Utility Easement Belonging To The City At 2402 West 121st Street, Tulsa County, For The Purpose Of Promoting Economic Development Within The City Of Glenpool By Facilitating Otherwise Unserviceable Areas For Residential And Commercial Growth.

Roger Kolman, City Manager presented the Resolution for approval. He alerted Council that the Resolution represents Council's approval to submit an application to Tulsa County for the second of three applications for monies from Vision 2025 Proposition 2 Funds. The Longhorn Lift Station is the project specific to this application. Construction of the lift station will enhance economic development in the area by providing improved infrastructure.

MOTION: Councilor Fox moved, second by Councilor Agee to adopt Resolution No. 15-04-05.

FOR: Councilor Fox; Councilor Agee; Councilor Ballew; Vice Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

Lowell Peterson, City Attorney recommended to pass on the next item, open the GUSA meeting and return to the item later and hold the joint Executive Session concurrently with GUSA.

Mayor Ceesay declared the meeting suspended at 7:25 p.m.

Mayor Ceesay resumed the meeting at 7:47 p.m.

14) Discussion and possible action to enter into Executive Session.

Lowell Peterson, City Attorney recommended to convene in Executive Session.

MOTION: Councilor Agee moved, second by Vice Mayor Korb to convene in Joint Executive Session.

FOR: Councilor Agee; Councilor Ballew; Councilor Fox; Vice Mayor Korb; Mayor Ceesay

AGAINST: None
Motion carried.

15) Executive Session for the purpose of discussing confidential communications between and among the Glenpool City Council/Glenpool Utility Services Authority Board of Trustees, both represented by the City/Trust Attorney and Special Counsel, concerning a pending investigation, claim, or action as to which the City and the Authority, with the advice of their Attorney, have determined that disclosure will seriously impair the ability of the City and the Authority to process the claim or conduct a pending investigation, litigation or proceeding in the public interest, pursuant to Title 25 Sec. 307(B)(4) of the Oklahoma Statutes (Open Meeting Act), *to wit*, discussion of the recent decision by Judge Payne to deny the parties' joint motion for an administrative closing order and set the case for trial in June 2015 [USDC ND/OK Case No. 11-cv-441-JHP-FHM].

16) Possible action to reconvene in Regular Session.

MOTION: Councilor Ballew moved, second by Vice Mayor Korb to reconvene in Regular Session at 8:35 p.m.

FOR: Councilor Ballew; Councilor Fox; Councilor Agee; Vice Mayor Korb; Mayor Ceesay

AGAINST: None

Motion carried.

M) Adjournment.

- Meeting was adjourned at 8:37 p.m.

Date

Mayor

ATTEST:

City Clerk



To: HONORABLE MAYOR, MEMBERS OF THE CITY COUNCIL
From: Roger Kolman, City Manager
Date: April 20, 2015
Subject: Budget Calendar

Background:

In order to maintain compliance with the Municipal Budget Act (O.S. 11-17-201 et seq.), the City's annual budget process must follow certain guidelines, including taking certain actions within certain time frames. To that end, staff is requesting the Council adopt a budget calendar that will help keep the city on track to completing the process. As such, the proposed calendar is as follows:

1. April 29 – Budget Workshop
2. May 11 – Budget Workshop
3. June 1 – Submission of Proposed Budget
4. June 8 – Publication of Budget Summary and Notification of Public Hearing
5. June 15 – Public Hearing on the Budget
6. June 15 – Adoption of the Budget

The process has already begun at the staff level, with estimates of revenues for the governmental fund types almost at completion. All departments are working on their discretionary expenditure budgets as well, while the administration is working on the personnel budget estimates. All of this will be brought together, at least in draft form, for the Council to review and discuss at the first budget workshop.

Staff Recommendation:

Staff recommends that the City Council annually adopt a budget calendar.

Attachments:

None.

NOTICE
GLENPOOL UTILITY SERVICE AUTHORITY
SPECIAL MEETING

A special session of the Glenpool Utility Service Authority will be held immediately following the Glenpool City Council meeting, which starts at 6:00 p.m. on Monday, April 20, 2015, at Glenpool City Hall, City Council Chambers, 3rd Floor, 12205 S. Yukon Ave., Glenpool, Oklahoma.

The following items are scheduled for consideration by the Authority at that time:

AGENDA

- A. Call to Order
- B. Roll call, declaration of quorum
- C. Scheduled Business
 - 1) Discussion and possible action to enter into Executive Session.
 - 2) Executive Session for the purpose of discussing confidential communications between and among the Glenpool City Council/Glenpool Utility Services Authority Board of Trustees, both represented by the City/Trust Attorney and Special Counsel, concerning a pending investigation, claim, or action as to which the City and the Authority, with the advice of their Attorney, have determined that disclosure will seriously impair the ability of the City and the Authority to process the claim or conduct a pending investigation, litigation or proceeding in the public interest, pursuant to Title 25 Sec. 307(B)(4) of the Oklahoma Statutes (Open Meeting Act), *to wit*, discussion of negotiations between the parties following the recent decision by Judge Payne to deny the parties' joint motion for an administrative closing order and set the case for trial in June 2015 [USDC ND/OK Case No. 11-cv-441-JHP-FHM].
 - 3) Possible action to reconvene in Special Session.
- D. Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, 2015 at ____:____ am/pm.

Signed: _____
Clerk