

MINUTES

CITY COUNCIL MEETING

April 18, 2016

The Regular Session of the Glenpool City Council was held at 6:30 p.m., Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present: Jennifer Ballew, Councilor; Patricia Agee, Councilor; Brandon Kearns, Councilor; Momodou Ceesay, Vice Mayor; and Timothy Fox, Mayor.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Julie Casteen, Finance Director; Lynn Burrow, Community Development Director; Rick Malone, City Planner; Dennis Waller, Police Chief and Paul Newton, Fire Chief. Susan White, City Clerk, was absent.

Also present were: Fr. Sam Gordin, Anglican Church of the Resurrection, and Steve Boettcher, INCOG.

- A) Mayor Fox called the meeting to order at 6:30 p.m.**
- B) Julie Casteen, acting City Clerk called the roll. Mayor Fox declared a quorum present.**
- C) Fr. Sam Gordin offered the Invocation.**
- D) Mayor Fox led the Pledge of Allegiance.**
- E) Chamber of Commerce Report – T.A. Hollis, Chairman**
 - Dru Tate presented the Report in Mr. Hollis' absence. She reported on membership activities and upcoming events.
- F) City Manager Report – Roger Kolman, City Manager**
 - Mr. Kolman reported that the three April 5th Sales Tax Propositions passed with a wide margin.
 - Glenpool will host its Second Annual Car Show on April 30th from 10 a.m. to 2 p.m. on 141st Street. Mr. Kolman encouraged citizens to plan to take alternative routes for all through traffic.
 - Mr. Kolman has planned a tour of the Mr. Murph Recycling Center in Tulsa on May 5th to explore possibilities for curb-side recycling services in Glenpool.
 - Strategic planning efforts are underway with Roger Randall. Further information will be presented to Council in the near future.
- G) Mayor Report – Timothy Fox, Mayor**
 - Mayor Fox announced that he had attended the monthly INCOG board meeting last week.
 - He also attended the Tulsa Regional Chamber meeting and emphasized that he desires the City to become more involved with the organization's efforts.
- H) Council Comments**
 - Councilor Ballew announced her resignation from Council in order to accept an opportunity which she feels conflicts with her position on the City Council. She stated she will follow up with an official letter of resignation.

I) Public Comments

- None.

J) Recognition of Employee of the Month – Timothy Fox, Mayor

- Mayor Fox read a letter addressed to Kim Barrett, Glenpool Utility Billing Supervisor, recognizing her as March 2016 Employee of the Month. He expressed his gratitude for her enthusiasm and dedication to her job.

K) Scheduled Business

1) Discussion and possible action to approve minutes from April 4, 2016 meeting.

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

FOR: Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns.

AGAINST: None

Motion carried.

2) Public hearing for the purpose of receiving comment and recommendations on suggested projects for the 2016 Community Development Block Grant (CDBG) application.

Rick Malone, City Planner, explained the purpose of the public hearing was to receive recommendations on community development needs for the City of Glenpool as a member of the Tulsa County Community Development Block Grant, (CDBG) Urban County. Mayor Fox called the Public Hearing to order at 6:47 p.m.

Mayor Fox read a letter from Shayne Buchanan recommending improvements and expansion of the basketball courts in Black Gold Park to be funded with the potential CDBG grant monies.

Mr. Malone stated that no further public comments had been received and that the grant application had been prepared specifying additional improvements for the Senior Citizen building consisting of a new roof, HVAC improvements and other interior improvements to be piggy-backed with the current CDBG improvement project underway.

Mr. Malone stated that, if funded by Tulsa County, the City would receive approximately \$72,645 in Tulsa County FY 2016 CDBG funds from the U.S. Department of Housing and Urban Development and, when combined with City matching funds of \$7,264, the available project funding will total \$79,909.

Mr. Malone introduced Steve Boettcher with INCOG. Mr. Boettcher stated the Senior Center automatically qualifies as a low-to-moderate income project, a requirement of the grant, whereas the proposed Black Gold Park project would require an income survey to determine the project area eligibility for CDBG grant

funding. Councilor Agee asked if infrastructure projects are eligible for CDBG funds. Mr. Boettcher stated that water lines, sanitary sewer, street, and park improvement projects all qualify as activities eligible to receive CDBG funding. Ms. Agee stated that the income survey should be conducted to allow for sanitary sewer projects to be considered for funding in the next grant cycle. Mr. Malone stated that the City would proceed with the income survey in order to help identify areas eligible for future grant opportunities for the application period in the next fiscal year.

Mayor Fox closed the Public Hearing at 6:56 p.m.

3) Discussion and possible action to adopt Resolution No. 16-04-02, A Resolution Of The City Of Glenpool Approving The City Of Glenpool's Application To The Tulsa County Urban County Community Development Block Grant (2016) In The Amount Of \$73,412.21 For Purpose Of Funding The Construction Of Upgrades To The Glenpool Senior Center, And Approving An Expenditure Of \$8,156.90 Of Matching Funds For A Project Total Of \$81,569.00.

Rick Malone presented the application and Resolution related to the 2016 CDBG grant. Mr. Malone described changes to the requested funding amount, revising the CDBG estimated funding to \$72,645. When combined with City matching funds of \$7,264, the estimated project totals \$79,909. Councilor Kearns asked what improvements were planned for the Senior Center. Mr. Lynn Burrow, Community Development Director, stated the improvements include a new roof, guttering, HVAC system replacement, as well as new tile in the kitchen and other areas of the building.

MOTION: Councilor Kearns moved, second by Councilor Agee to adopt Resolution No. 16-04-02 approving the City's application for CDBG funding.

FOR: Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay.

AGAINST: None

Motion carried.

4) Discussion and possible action on Lease Agreement of the City of Glenpool with William Joseph Nozak, CEO of Nozak-Nix Shaved Ice & Java d/b/a Harper's Hut, to Lease Black Gold Park Concession Stand under the terms and conditions set forth therein for a term of one year.

Mr. Burrow submitted for approval the Lease Agreement with Mr. Nozak. Mr. Burrow advised that Mr. Nozak operated the concessions last year and the lease terms remain the same as last year. Mr. Burrow stated that maintenance issues encountered last year have been addressed with Mr. Novak. Councilor Agee stated that comments on social media regarding the concession operations have been positive.

MOTION: Councilor Agee moved, second by Vice-Mayor Ceesay to approve a lease agreement with William Joseph Nozak, CEO of Nozak-Nix Shaved Ice & Java d/b/a Harper's Hut to operate the concession stand in Black Gold Park for a term of one year.

FOR: Councilor Agee; Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox.

AGAINST: None
Motion carried.

- 5) **Discussion and possible action to approve the purchase and installation of traffic signal control equipment and a battery backup system from SignalTek in an amount not to exceed \$36,325 related to the traffic signal at 141st Street and U.S. Highway 75.**

Mr. Burrow described the project and recommended Council approval of the purchase and installation of the proposed equipment. Mr. Burrow recommended replacement of the existing closed wire signal loops with a thermal-imaging camera system that would modernize and improve control at the intersection.

MOTION: Vice-Mayor Ceesay, second by Councilor Agee to approve the purchase as recommended by Mr. Burrow in an amount not to exceed \$36,325.

FOR: Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee.

AGAINST: None
Motion carried.

- 6) **Discussion and possible action to enter into a contingent reimbursement agreement between the City of Glenpool and 2SP Partners, LLC regarding the development of a Chicken Express restaurant in Glenpool, Oklahoma.**

Mr. Kolman presented a proposal that provides reimbursement to the developer of the Chicken Express restaurant site for interior finish costs associated with construction of the restaurant. The maximum reimbursement of \$150,000 is to be funded from sales tax generated by the restaurant spread out over four years.

MOTION: Vice-Mayor Ceesay, second by Councilor Agee to authorize the agreement with 2SP Partners, LLC.

FOR: Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns.

AGAINST: None
Motion carried.

- 7) **Discussion and possible action to adopt a budget calendar for the FY 2016-2017 annual city budget.**

Ms. Casteen, Finance Director, presented the proposed budget calendar outlining statutory deadlines associated with the FY16-17 Budget process.

MOTION: Councilor Kearns, second by Mayor Fox to approve the budget calendar as presented.

FOR: Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Ballew.

AGAINST: None
Motion carried.

- 8) **Discussion and possible action to approve the essential points of an agreement by and between the City of Glenpool and the Glenpool Utility Services Authority (together, "Glenpool") and Rural Water District No. 2, Creek County ("Creek-2") for the**

purpose of collaborating to provide potable water service and fire suppression service to developments of property that are identified as “Reserved Creek-2 Water Customers” in the Agreement of Compromise, Settlement and Release, entered into by and between Glenpool and Creek-2 and dated May 11, 2015; authorizing the City Attorney to complete negotiations of a final agreement, provided that it shall be consistent with said essential points; and authorizing the Mayor to execute said agreement when finalized to the satisfaction of the attorneys for both parties.

Mr. Peterson, City Attorney, presented the essential points of a proposed agreement with Creek-2. The proposed agreement provides a mechanism for developers to obtain domestic potable water from Creek-2, while making water from Glenpool lines available for fire suppression services to properties they have purchased that are on the list of Creek-2 Reserved Customers.

MOTION: Vice-Mayor Ceesay, second by Councilor Agee to approve the essential points of the agreement and authorize the City Attorney to complete negotiations of a final agreement for execution by the Mayor.

FOR: Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay.

AGAINST: None

Motion carried.

9) Discussion and possible action to schedule a public hearing regarding planning and zoning cases GZ 255 and PUD 33 to be held on May 2, 2016.

Mr. Malone stated that the PUD 33 case will come under separate consideration at a later date and that only the GZ 255 zoning case was being considered for the scheduling of a public hearing. Mr. Malone presented information from the proceedings of the April 11, 2016, Planning Commission meeting regarding the zone change application made on behalf of Summit Properties.

MOTION: Vice-Mayor Ceesay, second by Councilor Kearns to schedule a public hearing regarding zoning case GZ 255 to be held on May 2, 2016.

FOR: Councilor Agee; Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox.

AGAINST: None

Motion carried.

L) Adjournment.

- Meeting was adjourned at 7:33 p.m.

Date

Mayor

ATTEST:

City Clerk